



## **Town of Arlington, MA Redevelopment Board**

### **Agenda & Meeting Notice November 4, 2019**

The Arlington Redevelopment Board will meet Monday, November 4, 2019 at 7:30 PM in the **Town Hall Annex, 2nd Floor Conference Room, 730 Massachusetts Avenue, Arlington, MA 02476**

#### **1. Environmental Design Review, Public Hearing**

- 7:30 p.m. - Board will re-open Special Permit #3348 application by Gary McCoy,  
8:00 p.m. Poyant Signs, for CVS, at 833 Massachusetts Avenue, in accordance with the provisions of MGL Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4, Environmental Design Review. The applicant proposes to install new signage. The re-opening of the Special Permit is to allow the Board to review and approve the signage under Section 6.2, Signs.
- Applicant will be provided 10 minutes for an introductory presentation.
  - DPCD staff will be provided 5 minutes for an overview of their Public Hearing Memorandum.
  - Members of the public will be provided time to comment.
  - Board members will discuss docket and may vote.

#### **2. Update on Central School renovation project schedule and endorsement of borrowing for Central School renovation project**

- 8:00 p.m. - • Board members will review and may vote to endorse borrowing  
8:15 p.m.

#### **3. Committee Updates:**

- 8:15 p.m. - - Master Plan Implementation Committee  
9:00 p.m. - Zoning Bylaw Working Group  
- Housing Plan Implementation Committee  
- Arlington Heights Neighborhood Action Plan Committee  
- Community Preservation Committee  
- Envision Arlington  
- Open Space Committee
- Board members and staff will provide committee updates

#### **4. Announcement: Release of Bike Parking Guide**

- 9:00 p.m. - • Board members will review and may vote to approve guide  
9:10 p.m.

#### **5. ARB 2020 Meeting Schedule**

- 9:10 p.m. - • Board members will review minutes and may vote to approve schedule
- 9:15 p.m.

**6. Meeting Minutes (9/23, 10/7, 10/21)**

- 9:15 p.m. - • Board members will review minutes and may vote to approve them
- 9:25 p.m.

**7. Open Forum**

- 9:25 p.m. - • Except in unusual circumstances, any matter presented for
- 9:45 p.m. consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation. There is a three minute time limit to present a concern or request.

**8. Adjourn**

- 9:45 p.m. - Adjourn

**9. Correspondence received:**

Correspondence received from John Worden 102719 regarding The Atwood House, with attachments

Attachment A - Guest commentary Atwood April 29, 2010

Attachment B - Itr Byrne 2-5-16

Attachment C - Memo to ARB 7-22-10

Attachment D - The Atwood House art ii 2010



## Town of Arlington, Massachusetts

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### Environmental Design Review, Public Hearing

#### Summary:

7:30 p.m. -  
8:00 p.m.

Board will re-open Special Permit #3348 application by Gary McCoy, Poyant Signs, for CVS, at 833 Massachusetts Avenue, in accordance with the provisions of MGL Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4, Environmental Design Review. The applicant proposes to install new signage. The re-opening of the Special Permit is to allow the Board to review and approve the signage under Section 6.2, Signs.

- Applicant will be provided 10 minutes for an introductory presentation.
- DPCD staff will be provided 5 minutes for an overview of their Public Hearing Memorandum.
- Members of the public will be provided time to comment.
- Board members will discuss docket and may vote.

#### ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Agenda_Item_1_-_EDR_Public_Hearing_Memo_833_Mass_Ave.pdf	EDR Public Hearing Memo 833 Mass Ave.
▣ Reference Material	CVS_Arlington_MA_Special_Permit_6.27.19.pdf	CVS Arlington MA Special Permit 6.27.19



**Town of Arlington, Massachusetts**  
Department of Planning & Community Development  
730 Massachusetts Avenue, Arlington, Massachusetts 02476

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**Public Hearing Memorandum**

*The purpose of this memorandum is to provide the Arlington Redevelopment Board and public with technical information and a planning analysis to assist with the regulatory decision-making process.*

**To:** Arlington Redevelopment Board

**From:** Jennifer Raitt, Secretary Ex Officio

**Subject:** Environmental Design Review, 833 Massachusetts Ave, Arlington, MA  
Docket #3348

**Date:** August 6, 2019

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**I. Docket Summary**

This is an application by Gary McCoy, Poyant Signs, for CVS, at 833 Massachusetts Avenue, to re-open Special Permit Docket #3348. This is in accordance with the provisions of M.G.L. Chapter 40A Section 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The applicant proposes to install new signage consistent with CVS rebranding. The re-opening of the Special Permit is to allow the Board to review and approve the signage, under Section 6.2, Signs.

Materials submitted for consideration of this application:

1. Environmental Design Review Special Permit Application dated June 27, 2019.

**II. Application of Special Permit Criteria (Arlington Zoning Bylaw, Section 3.3)**

**1. Section 3.3.3.A.**

**The use requested is listed as a Special Permit in the use regulations for the applicable district or is so designated elsewhere in this Bylaw.**

The retail pharmacy is allowed in the B-4 Vehicular Oriented Business District. The Board can find that this condition is met.



**2. Section 3.3.3.B.**

**The requested use is essential or desirable to the public convenience or welfare.**

The retail pharmacy has operated in this location for many years. The Board can find that this condition is met.

**3. Section 3.3.3.C.**

**The requested use will not create undue traffic congestion or unduly impair pedestrian safety.**

There are no exterior alterations other than signage. The Board can find that this condition is met.

**4. Section 3.3.3.D.**

**The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety, or the general welfare.**

This retail pharmacy has operated in this location for many years without overloading any public utilities. The Board can find that this condition is met.

**5. Section 3.3.3.E.**

**Any special regulations for the use as may be provided in the Bylaw are fulfilled.**

All such regulations are fulfilled.

**6. Section 3.3.3.F.**

**The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health or welfare.**

The use does not impair the integrity or character of the neighborhood. The Board can find that this condition is met.

**7. Section 3.3.3.G.**

**The requested use will not, by its addition to a neighborhood, cause an excess of the use that could be detrimental to the character of said neighborhood.**

The use will not be in excess or detrimental to the character of the neighborhood. The Board can find that this condition is met.

III. Environmental Design Review Standards (Arlington Zoning Bylaw, Section 3.4)

A. EDR-1 Preservation of Landscape

**The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.**

There are no changes to the landscape as there are no proposed exterior alterations. The Board can find that this condition is met.

B. EDR-2 Relation of the Building to the Environment

**Proposed development shall be related harmoniously to the terrain and to the use, scale, and architecture of the existing buildings in the vicinity that have functional or visible relationship to the proposed buildings. The Arlington Redevelopment Board may require a modification in massing so as to reduce the effect of shadows on the abutting property in an R0, R1 or R2 district or on public open space.**

There are no changes to the exterior of the building other than the installation of new signage replacing the existing signage. The Board can find that this condition is met.

C. EDR-3 Open Space

**All open space (landscaped and usable) shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing by the site or overlooking it from nearby properties. The location and configuration of usable open space shall be so designed as to encourage social interaction, maximize its utility and facilitate maintenance.**

There are no changes to open space. The Board can find that this condition is met.

D. EDR-4 Circulation

**With respect to vehicular and pedestrian and bicycle circulation, including entrances, ramps, walkways, drives, and parking, special attention shall be given to location and number of access points to the public streets (especially in relation to existing traffic controls and mass transit facilities), width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, access to community facilities, and arrangement of vehicle parking and bicycle parking areas, including bicycle parking spaces required by Section 6.1.12 that are safe and convenient and, insofar as practicable, do not detract from the use and enjoyment of proposed buildings and structures and the neighboring properties.**

The existing circulation does not change; however, the addition of a Do Not Enter sign will help ensure that circulation occurs as it is intended. The Board can find that this condition is met.

**E. EDR-5 Surface Water Drainage**

Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Available Best Management Practices for the site should be employed, and include site planning to minimize impervious surface and reduce clearing and re-grading. Best Management Practices may include erosion control and stormwater treatment by means of swales, filters, plantings, roof gardens, native vegetation, and leaching catch basins. Stormwater should be treated at least minimally on the development site; that which cannot be handled on site shall be removed from all roofs, canopies, paved and pooling areas and carried away in an underground drainage system. Surface water in all paved areas shall be collected in intervals so that it will not obstruct the flow of vehicular or pedestrian traffic and will not create puddles in the paved areas.

In accordance with Section 3.3.4., the Board may require from any applicant, after consultation with the Director of Public Works, security satisfactory to the Board to insure the maintenance of all stormwater facilities such as catch basins, leaching catch basins, detention basins, swales, etc. within the site. The Board may use funds provided by such security to conduct maintenance that the applicant fails to do.

The Board may adjust in its sole discretion the amount and type of financial security such that it is satisfied that the amount is sufficient to provide for any future maintenance needs.

There will be no changes to the exterior of the building or surface water run-off as a result of this proposal. The Board can find that this condition is met.

**F. EDR-6 Utilities Service**

Electric, telephone, cable TV, and other such lines of equipment shall be underground. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be indicated.

There will be no changes to the utility service as a result of this proposal. The Board can find that this condition is met.

**G. EDR-7 Advertising Features**

The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures or features shall not detract from the use and enjoyment of proposed buildings and structures and the surrounding properties.

The existing CVS signage includes a slash, and appears as CVS/pharmacy. The proposed rebranding eliminates the slash and includes a heart in front of the words CVS pharmacy. The heart rebranding retains the typical red color associated with CVS.

The scope of work for the new signage includes removing the large signage above the main entrance of the building and other plaques, and replacing it with updated signage. A new Do Not Enter sign will be installed. All other directional signage will be retained.

The signage on the Massachusetts Avenue frontage is currently 75.18 square feet and will be replaced with signage that measures approximately 33.08 square feet. The reason for the reduction is the size of the letters. The existing letters are approximately 36 inches and the proposed letters are 22.5 inches. Additionally, the new signage will include channel LED illumination.

The main signage facing the parking lot is currently 33.41 square feet and will be replaced with signage that measures approximately 33.08 square feet. The existing letters are approximately 24 inches and the proposed letters are 22.5 inches. Additionally, the new signage will include channel LED illumination.

Three plaques on the property will be updated. A plaque at the main entrance will be replaced. This plaque conveys information regarding the opening hours, the store manager, and the pharmacy manager. The plaque will remain but the CVS/pharmacy will be replaced with the heart branding. The receiving entrance plaque will be replaced with a 3 square foot plaque. A directional sign will be replaced at the drive-thru pharmacy that indicates both lanes offer full service. It is approximately 4.17 square feet.

A new Do Not Enter sign will be installed at the end of the main drive aisle in the parking lot. At the rear of the site, the circulation is one way in order to access the drive-thru pharmacy. The Do Not Enter sign will reinforce the circulation pattern. The sign will be installed about 3 feet above grade and is approximately 2.25 square feet. All other directional signage remains as is on the property.

The reduction in the size of the main signage, the lighting upgrade, and the addition of the Do Not Enter sign are improvements to the property. The Board can find that this condition is met.

#### **H. EDR-8 Special Features**

**Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.**

No changes are proposed. The Board can find that this condition is met.

**I. EDR-9 Safety**

**With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police and other emergency personnel and equipment. Insofar as practicable, all exterior spaces and interior public and semi-public spaces shall be so designed to minimize the fear and probability of personal harm or injury by increasing the potential surveillance by neighboring residents and passersby of any accident or attempted criminal act.**

No changes are proposed. The Board can find that this condition is met.

**J. EDR-10 Heritage**

**With respect to Arlington's heritage, removal or disruption of historic, traditional or significant uses, structures or architectural elements shall be minimized insofar as practical whether these exist on the site or on adjacent properties.**

The CVS building is not located on any local or State historic property listing. However, the adjacent Atwood House is identified as a significant building per Title VI, Article 6 of the Town Bylaw. The signage rebranding does not impact the Atwood House and the Special Permit Decision retains jurisdiction over future plans for the structure as does the Historical Commission. The Board can find that this condition is met.

**K. EDR-11 Microclimate**

**With respect to the localized climatic characteristics of a given area, any development which proposes new structures, new hard surface, ground coverage or the installation of machinery which emits heat, vapor or fumes shall endeavor to minimize insofar as practicable, any adverse impacts on light, air and water resources or on noise and temperature levels of the immediate environment.**

No changes are proposed. The Board can find that this condition is met.

**L. EDR-12 Sustainable Building and Site Design**

**Projects are encouraged to incorporate best practices related to sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. Applicants must submit a current Green Building Council Leadership in Energy and Environmental Design (LEED) checklist, appropriate to the type of development, annotated with narrative description that indicates how the LEED performance objectives will be incorporated into the project.**

No changes are proposed. The Board can find that this condition is met.

**IV. Conditions**

1. The final plans and specifications for signage shall be subject to final approval by the Department of Planning and Community Development (DPCD).

2. Any substantial or material deviation during construction from the approved plans and specifications is subject to the written approval of the Arlington Redevelopment Board.
3. The conditions of the original Special Permit decision are still in force. The Board maintains continuing jurisdiction over this permit and may, after a duly advertised public hearing, attach other conditions or modify these conditions as it deems appropriate in order to protect the public interest and welfare.



June 27, 2019

Town of Arlington  
Planning & Community Development  
730 Mass Ave. Annex  
Arlington, MA 02476

Re: 833 Mass Ave. CVS Pharmacy Signage Rebrand

Dear Town of Arlington,

Please find enclosed special sign permit application for Environmental Design Review and supporting documents as needed.

2 copies of:

- Application & Plans
- Owner Approval Letter from CVS
- COI & Worker's Comp.
- Construction Supervisor License
- Original Sign Permit Application
- \$500 Permit Fee (Check)
- Dimensional & Parking Info Form
- Site Plan
- Drawing of Existing Conditions and Drawing of Proposed
- Photographs
- Impact Statement

An electronic copy of these materials have been sent to Erin Zwirko.

If you have any questions, please call me at 508-328-1457.

Sincerely,

Gary McCoy  
Account Executive  
125 Samuel Barnet Boulevard  
New Bedford, MA 02745  
508.328.1457



TOWN OF ARLINGTON  
REDEVELOPMENT BOARD

Application for Special Permit In Accordance with Environmental Design  
Review Procedures (Section 3.4 of the Zoning Bylaw)

Docket No. \_\_\_\_\_

1. Property Address 833 Massachusetts Ave Arlington, MA 02476  
Name of Record Owner(s) CVS Pharmacy Phone 401-770-3047  
Address of Owner One CVS Drive, MC 1190, Woonsocket, RI 02895  
Street City, State, Zip
2. Name of Applicant(s) (if different than above) Poyant Signs  
Address 125 Samuel Barnet Blvd. New Bedford MA 02745 Phone 508-328-1457  
Status Relative to Property (occupant, purchaser, etc.) Sign Contractor
3. Location of Property 52-1-1  
Assessor's Block Plan, Block, Lot No.
4. Deed recorded in the Registry of deeds, Book \_\_\_\_\_, Page \_\_\_\_\_;  
-or- registered in Land Registration Office, Cert. No. \_\_\_\_\_, in Book \_\_\_\_\_, Page \_\_\_\_\_.
5. Present Use of Property (include # of dwelling units, if any) Pharmacy/Commercial
6. Proposed Use of Property (include # of dwelling units, if any) Pharmacy/Commercial (Like for Like)
7. Permit applied for in accordance with the following Zoning Bylaw section(s)

<u>3.3</u>	<u>Special Permits</u>
<u>3.4</u>	<u>Environmental Design Review</u>
<u>6.2</u>	<u>Signs</u>
_____	_____

section(s)title(s)
8. Please attach a statement that describes your project and provide any additional information that may aid the ARB in understanding the permits you request. Include any reasons that you feel you should be granted the requested permission.  
  
see attached statement

(In the statement below, strike out the words that do not apply)

The applicant states that CVS Pharmacy is the ~~owner -or- occupant -or-~~ purchaser under agreement of the property in Arlington located at 833 Massachusetts Ave which is the subject of this application; and that unfavorable action -or- no unfavorable action has been taken by the Zoning Board of Appeals on a similar application regarding this property within the last two years. The applicant expressly agrees to comply with any and all conditions and qualifications imposed upon this permission, either by the Zoning Bylaw or by the Redevelopment Board, should the permit be granted.

Signature of Applicant(s)

125 Samuel Barnet Blvd. New Bedford MA 02745

Address

508-328-1457

Phone



# TOWN OF ARLINGTON

Dimensional and Parking Information  
for Application to  
The Arlington Redevelopment Board

Docket No. \_\_\_\_\_

Property Location 833 Massachusetts Ave

Zoning District B4

Owner: CVS Pharmacy

Address: One CVS Drive, MC 1190 Woonsocket, RI 02895

Present Use/Occupancy: No. of Dwelling Units:

Uses and their gross square feet:

Pharmacy

Proposed Use/Occupancy: No. of Dwelling Units:

Uses and their gross square feet:

Pharmacy

	<u>Present Conditions</u>	<u>Proposed Conditions</u>	<u>Min. or Max. Required by Zoning for Proposed Use</u>
Lot Size	79715 SF	79715 SF	min.
Frontage			min.
Floor Area Ratio			max.
Lot Coverage (%), where applicable			max.
Lot Area per Dwelling Unit (square feet)	NA	NA	min. NA
Front Yard Depth (feet)			min.
Side Yard Width (feet) right side			min.
left side			min.
Rear Yard Depth (feet)			min.
Height			min.
Stories	1	1	stories
Feet			feet
Open Space (% of G.F.A.)			min.
Landscaped (square feet)			(s.f.)
Usable (square feet)			(s.f.)
Parking Spaces (No.)			min.
Parking Area Setbacks (feet), where applicable			min.
Loading Spaces (No.)			min.
Type of Construction	Signage		
Distance to Nearest Building			min.



June 27, 2019

Town of Arlington  
Planning & Community Development  
730 Mass Ave. Annex  
Arlington, MA 02476

Re: Impact Statement

Dear Town of Arlington,

Poyant has been contracted with CVS pharmacy to rebrand their existing signage at their location at 833 Massachusetts Avenue, Arlington MA. Due to the scope of work, we feel that there will be no negative impact as it relates to the Arlington Environmental Design Review Standards. The existing signage that is currently at this location include lighting systems that can be more hazardous to the environment due to the amount of energy used. We will be replacing this existing lighting system with new, energy-efficient LEDs. The following is the scope of work for this proposed signage project:

- Remove existing (2) 24" Main ID Channel Lettersets and plaques.
- Replace with (2) 22" Channel Letters (LED Illuminated) and new regulatory plaques.
- Install Do Not Enter sign.
- All directional signage will remain as is.

Please review the attached signage plans for more details (install locations, etc.).

If you have any questions, please call me at 508-328-1457.

Sincerely,

Gary McCoy  
Account Executive  
125 Samuel Barnet Boulevard  
New Bedford, MA 02745  
508.328.1457

June 19, 2019

To: Building Inspector

Re: CVS pharmacy contracted sign vendor

To Whom It May Concern:

CVS pharmacy has awarded Poyant Signs Inc. as the exterior sign vendor throughout New England and New York. Poyant Signs Inc. has a term contract in place with CVS pharmacy.

Please accept this letter to allow Poyant Signs Inc. & their respective agents to act as our agent, pull permits and install signs as per code.

Sincerely,

*Karen Rezuke*

Karen Rezuke

Properties Programs and Strategy Administration, Sr. Consultant Exterior Branding





## 2019 THH BIR Upgrade



Existing Location Overview



Proposed Signage Overview

**Loc#: 00278**

833 Massachusetts Ave.  
Arlington, MA 02476

### SITE SIGNAGE SUMMARY

#### EXISTING

- (1) 24" Main ID Channel Letterset
- (2) 24" Main ID Channel Letterset
- (3) Drive-Thru Information Panel
- (4) Pharmacy Pick-Up/Drop-off Plaque
- (5) Missing Do Not Enter Sign
- (6) Receiving Entrance Plaque
- (7) Hours Plaque
- (8) Directional Signs (Qty:4)

#### PROPOSED

- (1) IL-22-CL-L LED Heart
- (2) IL-22-CL-L LED Heart
- (3) Full Service Regulatory Plaque
- (4) Remove and Dispose
- (5) Do Not Enter Sign
- (6) Receiving Entrance Plaque
- (7) Hours Plaque
- (8) Leave As Is





Drawing prepared by: **SITE PLAN**

**Poyant**  
Building Your Brand

Location: 833 Massachusetts Ave.  
Arlington, MA 02476  
Proj #: 16189  
Loc #: 278  
File Path: ACCOUNTS\C\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST



Drawing prepared for:

Rev#:	Req#:	Date:	Req. By:	Drawn By:	Revision Description:	Rev#:	Req#:	Date:	Req. By:	Drawn By:
Original	000000	4/16/19	GM	CC		Rev 7	000000	00/00/00	XXX	XXX
Rev 1	000000	6/13/19	GM	CC	Notes	Rev 8	000000	00/00/00	XXX	XXX
Rev 2	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX						
Rev 5	000000	00/00/00	XXX	XXX						
Rev 6	000000	00/00/00	XXX	XXX						





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NOTES:

Drawing prepared by:

**Poyant**  
Building Your Brand

Drawing prepared by:  	<b>SITE PLAN</b>	
	<u>Location:</u>	<u>Proj #:</u>
	833 Massachusetts Ave.	16189
	Arlington, MA 02476	<u>Loc #:</u>
		278
<u>File Path:</u>	ACCOUNTS\C\CVS pharmacy\Locations 2016\3018_MC\3018_0000_City_ST	

Drawing prepared for:

 **CVS**  
pharmacy

[illegible]



NOTES:

Drawing prepared by:

**Poyant**  
Building Your Brand

Drawing prepared by:  	<b>SITE PLAN</b>	
	<u>Location:</u>	<u>Proj #:</u>
	833 Massachusetts Ave.	16189
	Arlington, MA 02476	<u>Loc #:</u>
		278
<u>File Path:</u>	ACCOUNTS\C\CVS pharmacy\Locations 2016\3018_MC\3018_0000_City_ST	

Drawing prepared for:

 **CVS**  
pharmacy

[illegible]





NOTES:

Drawing prepared by:	SITE PLAN	
Location:	833 Massachusetts Ave.	Proj #: 16189
	Arlington, MA 02476	Loc#: 278
File Path:	ACCOUNTS\C\CVS pharmacy\Locations 2016\3018_MC\3018_0000_City_ST	



Rev#:	Req#:	Date:	Req. By:	Drawn By:	Revision Description:	Rev#:	Req#:	Date:	Req. By:	Drawn By:
Original	000000	4/16/19	GM	CC		Rev 7	000000	00/00/00	XXX	XXX
Rev 1	000000	6/13/19	GM	CC	Notes	Rev 8	000000	00/00/00	XXX	XXX
Rev 2	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX						
Rev 5	000000	00/00/00	XXX	XXX						
Rev 6	000000	00/00/00	XXX	XXX						







**NOTES:**

Drawing prepared by:

## OVERVIEW PHOTOS



**Location:**  
833 Massachusetts Ave.  
Arlington, MA 02476

Proj #:

16189

Loc#

278

File Path:

ACCOUNTS\C\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST

Drawing prepared for:



Rev#:	Req#:	Date:	Req.By:	Drawn By:	Revision Description:
Original	000000	4/16/19	GM	CC	
Rev1	000000	6/13/19	GM	CC	Notes
Rev2	000000	00/00/00	XXX	XXX	
Rev3	000000	00/00/00	XXX	XXX	
Rev4	000000	00/00/00	XXX	XXX	
Rev5	000000	00/00/00	XXX	XXX	
Rev6	000000	00/00/00	XXX	XXX	

Rev#: Req#: Date: Req.By: Drawn By:

Rev 7 000000 00/00/00 XXX XXX

Rev 8 000000 00/00/00 XXX XXX

Rev 9 000000 00/00/00 XXX XXX

Rev 10 000000 00/00/00 XXX XXX

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NOTES: Approach photos

Drawing prepared by: **OVERVIEW PHOTOS**

**Poyant**  
Building Your Brand

Location: 833 Massachusetts Ave.  
Arlington, MA 02476  
Proj #: 16189  
Loc#: 278

File Path: ACCOUNTS\C\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST

Drawing prepared for:



Rev#:	Req#:	Date:	Req.By:	Drawn By:	Revision Description:	Rev#:	Req#:	Date:	Req.By:	Drawn By:
Original	000000	4/16/19	GM	CC		Rev 7	000000	00/00/00	XXX	XXX
Rev 1	000000	6/13/19	GM	CC	Notes	Rev 8	000000	00/00/00	XXX	XXX
Rev 2	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX						
Rev 5	000000	00/00/00	XXX	XXX						
Rev 6	000000	00/00/00	XXX	XXX						

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Existing Signage - West Elevation

**Existing Sign #1 (33.41 SQ.FT.)**

24" Main ID Channel Letterset  
Illuminated

S/F ☒ D/F ☐  
Yes ☒ No ☐



Proposed Signage - West Elevation

**Proposed Signage**

Not To Scale Unless Noted



IL-33-CL-L (33.08 SqFt)

1

Drawing prepared by:

**RECOMMENDATION**

**Poyant**  
Building Your Brand

Location: 833 Massachusetts Ave.  
Arlington, MA 02476  
Proj #: 16189  
Loc#: 278  
File Path:

ACCOUNTS\C\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST

Drawing prepared for:



Rev#:	Req#:	Date:	Req.By:	Drawn By:	Revision Description:	Rev#:	Req#:	Date:	Req.By:	Drawn By:
Original	000000	4/16/19	GM	CC		Rev 7	000000	00/00/00	XXX	XXX
Rev 1	000000	6/13/19	GM	CC	Notes	Rev 8	000000	00/00/00	XXX	XXX
Rev 2	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX						
Rev 5	000000	00/00/00	XXX	XXX						
Rev 6	000000	00/00/00	XXX	XXX						

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Existing Signage - South Elevation

<b>Existing Sign #2 (75.18 SQ.FT.)</b>	
36" Main ID Channel Letters	S/F <input checked="" type="checkbox"/> D/F <input type="checkbox"/>
Illuminated	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Existing Sign #7 (2 SQ.FT.)</b>	
Hours Plaque	S/F <input checked="" type="checkbox"/> D/F <input type="checkbox"/>
Illuminated	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>



Proposed Signage - South Elevation

### Proposed Signage

**CVS pharmacy**

IL-22-CL-L LED Heart (33.08 SqFt)

2



7

Reface Header  
Only with new  
Vinyl Graphics

Not To Scale Unless Noted

Drawing prepared by:

### RECOMMENDATION

**Poyant**  
Building Your Brand

Location: 833 Massachusetts Ave.  
Arlington, MA 02476  
File Path: 278

Proj #: 16189  
Loc#: 278

Drawing prepared for:

**CVS pharmacy**

ACCOUNTS\C\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST

Rev#:	Req#:	Date:	Req. By:	Drawn By:	Revision Description:	Rev#:	Req#:	Date:	Req. By:	Drawn By:
Original	000000	4/16/19	GM	CC		Rev 7	000000	00/00/00	XXX	XXX
Rev 1	000000	6/13/19	GM	CC	Notes	Rev 8	000000	00/00/00	XXX	XXX
Rev 2	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX						
Rev 5	000000	00/00/00	XXX	XXX						
Rev 6	000000	00/00/00	XXX	XXX						

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**Existing Sign #3 (12 SQ.FT.)**

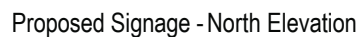
Drive-Thru Information Panel  
Illuminated

S/F ☒ D/F ☐  
Yes ☐ No ☒

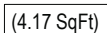
**Existing Sign #4 (1 SQ.FT.)**

Pharmacy Pick-Up/Drop-Off Plaque Illuminated

S/F ☒ D/F ☐  
Yes ☐ No ☒



## Proposed Signage



3

Not To Scale Unless Noted

Drawing prepared by:

## RECOMMENDATION

**Poyant**  
Building Your Brand

**Location:**  
833 Massachusetts Ave.  
Arlington, MA 02476

Proj #:

16189

Loc#:

278

**File Path:**

ACCOUNTS\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST

Drawing prepared for:



Rev#:	Req#:	Date:	Req. By:	Drawn By:	Revision Description:					
Original	000000	4/16/19	GM	CC						
Rev 1	000000	6/13/19	GM	CC	Notes	Rev#:	Req#:	Date:	Req. By:	Drawn By:
Rev 2	000000	00/00/00	XXX	XXX		Rev 7	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 8	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 5	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 6	000000	00/00/00	XXX	XXX						

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Pg. 12



Existing Signage - North Elevation

**Existing Sign #6 (3 SQ.FT.)**

Receiving Entrance Plaque  
Illuminated

S/F ☒ D/F ☐  
Yes ☐ No ☒



Proposed Signage - North Elevation

**Proposed Signage**



(3 SqFt)

6

Not To Scale Unless Noted

Drawing prepared by:

**RECOMMENDATION**

Drawing prepared for:

**Poyant**  
Building Your Brand

Location: 833 Massachusetts Ave.  
Arlington, MA 02476  
Proj #: 16189  
Loc#: 278  
File Path:



ACCOUNTS\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST

Rev#:	Req#:	Date:	Req. By:	Drawn By:	Revision Description:	Rev#:	Req#:	Date:	Req. By:	Drawn By:
Original	000000	4/16/19	GM	CC		Rev 7	000000	00/00/00	XXX	XXX
Rev 1	000000	6/13/19	GM	CC	Notes	Rev 8	000000	00/00/00	XXX	XXX
Rev 2	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX						
Rev 5	000000	00/00/00	XXX	XXX						
Rev 6	000000	00/00/00	XXX	XXX						

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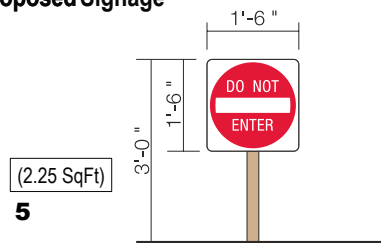


Existing Signage - West Elevation



Proposed Signage - West Elevation

## Proposed Signage



Not To Scale Unless Noted

Drawing prepared by:

## RECOMMENDATION

Drawing prepared for:

**Poyant**  
Building Your Brand

Location: 833 Massachusetts Ave.  
Arlington, MA 02476  
Proj #: 16189  
Loc #: 278

File Path: ACCOUNTS\CVS pharmacy\Locations 2016\3018\_MC\3018\_0000\_City\_ST



Rev#:	Req#:	Date:	Req. By:	Drawn By:	Revision Description:	Rev#:	Req#:	Date:	Req. By:	Drawn By:
Original	000000					Rev 7	000000	00/00/00	XXX	XXX
Rev 1	000000	6/13/19	GM	CC	Notes	Rev 8	000000	00/00/00	XXX	XXX
Rev 2	000000	00/00/00	XXX	XXX		Rev 9	000000	00/00/00	XXX	XXX
Rev 3	000000	00/00/00	XXX	XXX		Rev 10	000000	00/00/00	XXX	XXX
Rev 4	000000	00/00/00	XXX	XXX						
Rev 5	000000	00/00/00	XXX	XXX						
Rev 6	000000	00/00/00	XXX	XXX						

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QTY: 2 Sets



CVS pharmacy

One CVS Drive  
Woonsocket, RI

Specifications

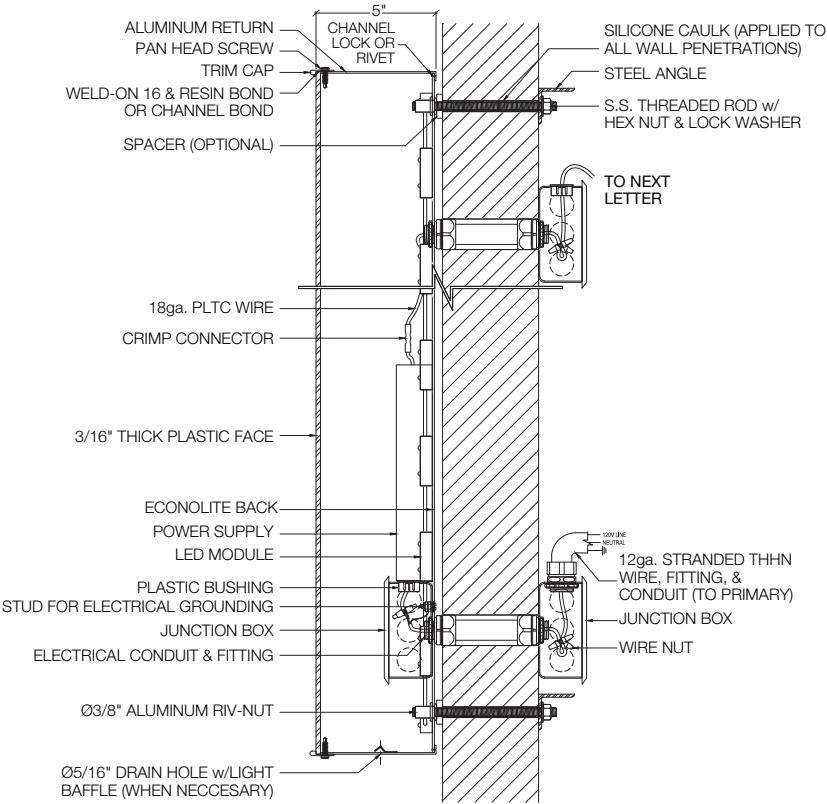
Qty:TBD 33.08 SqFt (Each)

Internally Illuminated Channel Letters (Horizontal)

- Chemcast 3/16" Red acrylic faces #2793
- 5" Deep pre-finished Hunter Red returns
- 3/4" Jewelite True Red trim cap
- Red LED illumination, GEMXRD-W1, 132 mod
- 120 Volt Power supplies, (Qty:1) GEPS12-60U-NA, (Qty:1) GEPS12-25U-NA
- 0.9 Amps, 77.88 Watts
- Mounted to existing fascia as required

Colors & Materials

- Chemcast Red Acrylic #2793
- Jewelite True Red Trim Cap
- Pre-Finished Hunter Red Returns



B Typical Section - Face Lit Letter - Flush Mounted & Self Contained  
Scale: 1 1/2"=1'-0"

Drawn By: L. Rogers

File Name: Main ID\_  
Channel Letters\_Horizontal

Revisions:



This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

Approved By:  
Approved for Construction

Martin B Higgins III  
Date:

Main ID Channel Letters  
Horizontal - IL-22-CL-L

CHANNEL LETTERS

Existing Channel Letters

QTY: 2 Sets



Specifications

Qty = 1 33.41 Sq Ft

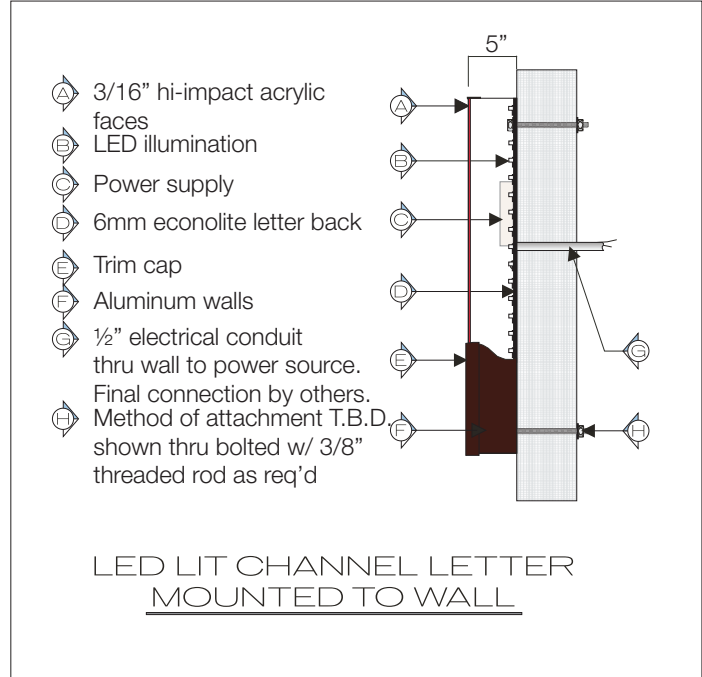
24" CVS/pharmacy Channel Letters

-3/16" acrylic faces - #2793 red (typical)  
-5" deep .040 aluminum returns alliance pre-painted (dark bronze)  
-3/4" bronze trim cap  
-U.L. Listed  
-(1) 20 amp circuit

-LED Specifications: Tetra MAX Red LED Strip  
-LED Module: GERDMXS6  
-# Of Modules#: 166  
-# Of Feet: 56  
-Power Supply: GEPS12-60  
-Quantity: 2  
-Total amps: 1.7

Colors & Materials

- Red acrylic #2793
- Dark Bronze trim cap & returns



125 Samuel Barnet Boulevard  
New Bedford, MA 02745  
800.544.0961 | poyantsigns.com



Main Street  
Town, State

Project: 12264  
CVS/pharmacy

Sales: Gary McCoy  
Date: 06.23.09  
Designer: LB

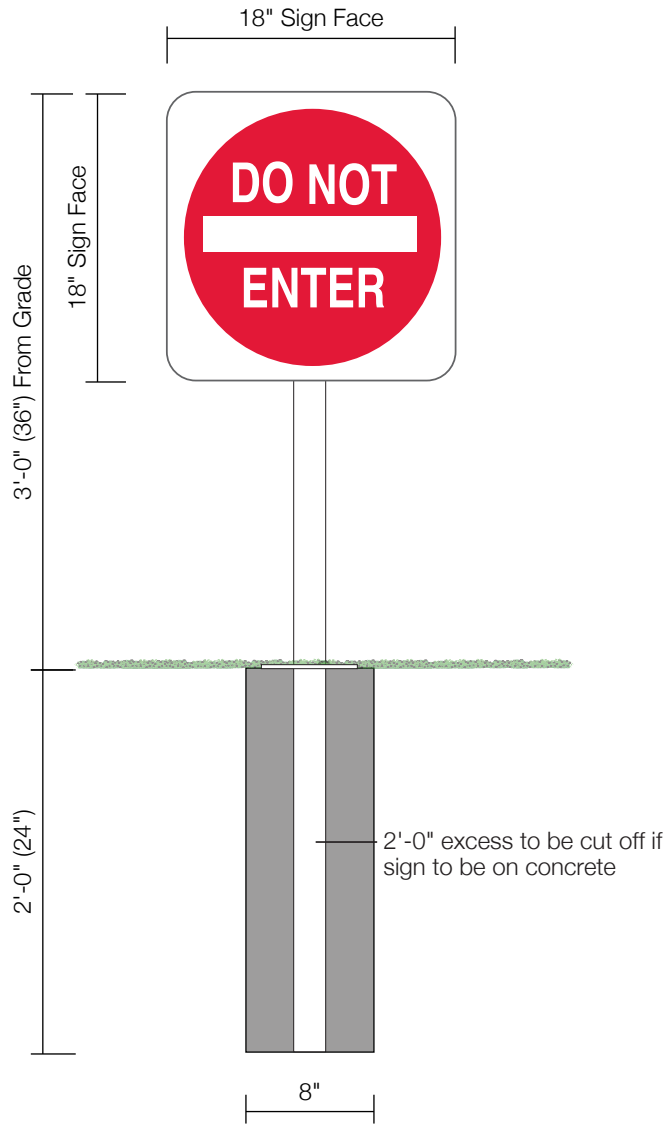
Note:  
This is an original unpublished drawing created by Poyant Signs, Inc. It is submitted for your personal use in connection with a project being planned for you by Poyant Signs, Inc. It is not to be shown to anyone outside your organization, nor is it to be reproduced, copied or exhibited in any fashion until transferred.

Revisions:

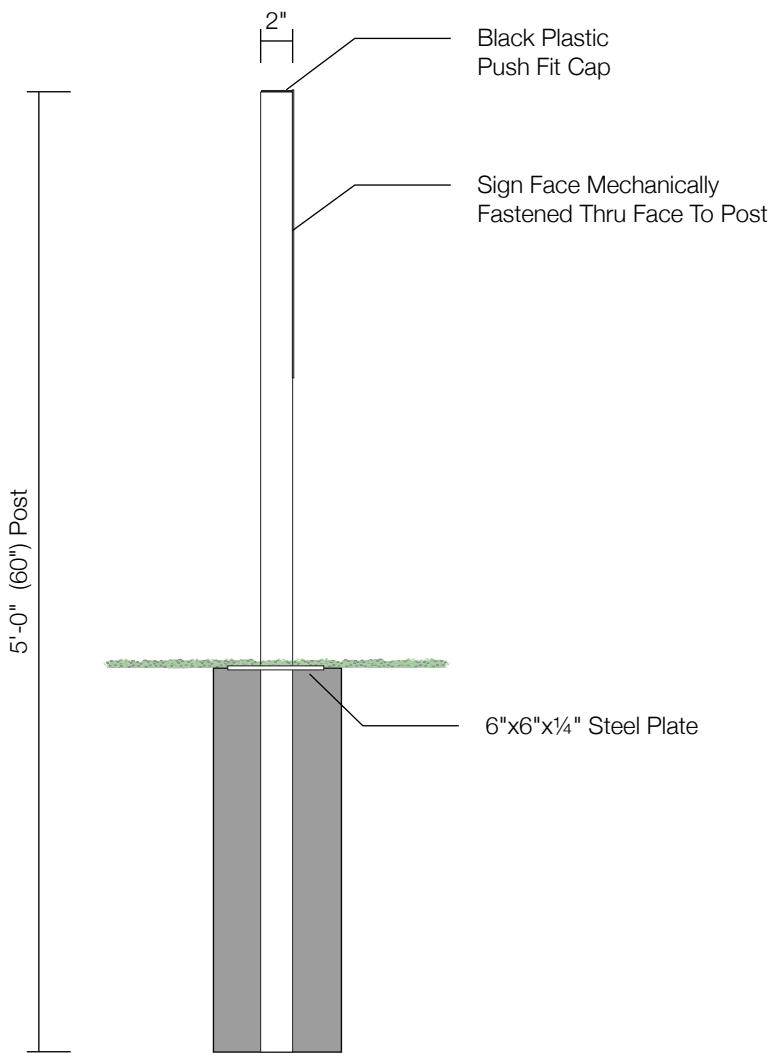
Approved By:

Date:

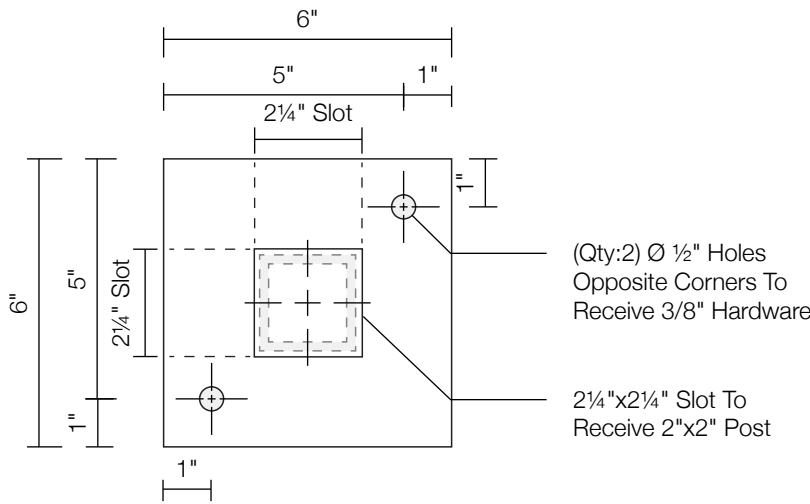
24" Channel Letters



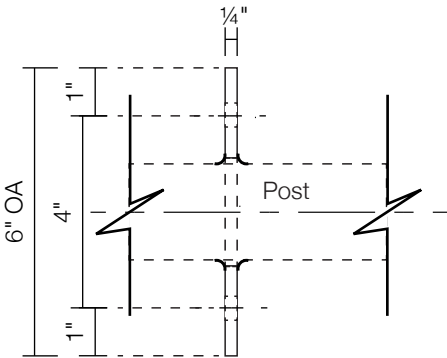
A Sign Elevation - Front View  
Scale: 1"=1'-0"



B Sign Elevation - Side View  
Scale: 1"=1'-0"



C Plate Detail - Front View  
Scale: 3"=1'-0"



D Plate Detail - Side View  
Scale: 3"=1'-0"

Specifications

Qty = 1 2.25 Sq Ft

Single Faced Non Illuminated Regulatory Sign

- Single sided stock regulatory sign face w/ engineer grade reflective white background & red graphics
- Sign face mechanically fastened thru face to post
- (Qty:1) 2" x 2" x 5'-0" steel post to be painted colonial white
- Black plastic push fit cap for top of post
- (Qty:1) 6" x 6" x 1/4" steel plate welded 3'-0" down from top of pole painted white

\* If installation is on concrete: cut pole from bottom of plate down & mount plate to concrete

\* If installation is to be direct burial: bury 2'-0" below grade To be in direct burial foundation

- Foundation to be 2'-0"D x 8" Dia. with (Qty:1) Bags of pea stone per hole

\*Foundation varies per location

Colors & Materials

Paint

Colonial White; Satin Finish

CVS pharmacy  
One CVS Drive  
Woonsocket, RI

Drawn By: L. Rogers

Revisions:

3.23.17 LR Rev changed to pea stone fill T2

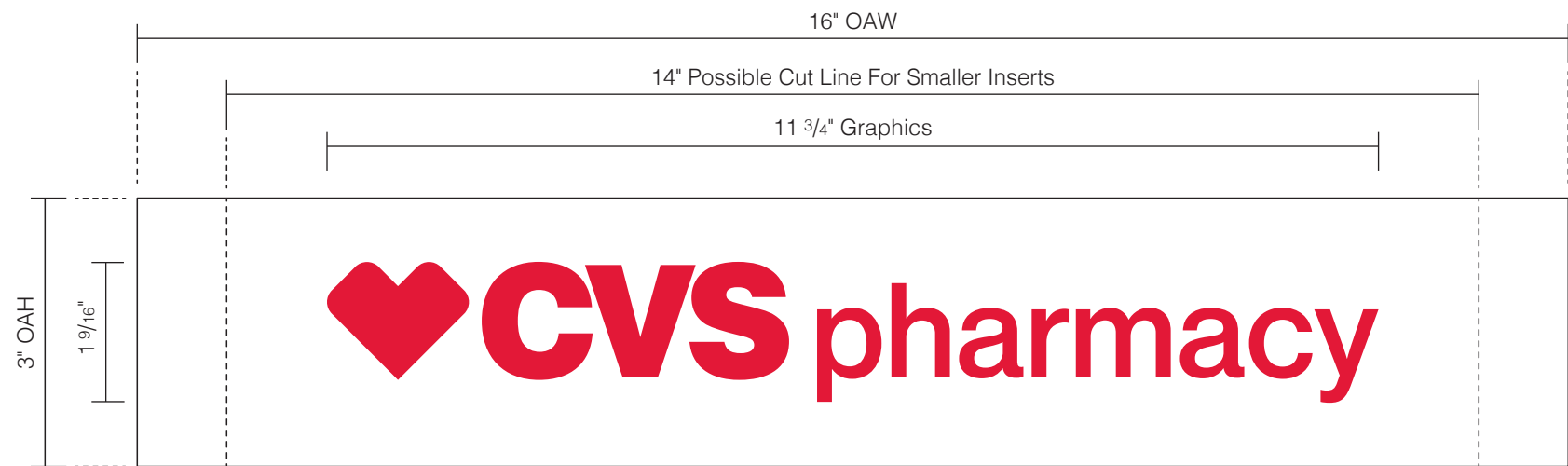


This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

Approved By:

Date:

Do Not Enter\_  
Regulatory Sign



A Sign Elevation - Front View  
Scale: 6"=1'-0"

Specifications  
Qty = 60  
Sq Ft Varies

Replacement Single Face Header Insert For Rebrand Hours Plaques

\*Remove & Dispose Of Existing Header Inserts w/ Old Logo

- .080 Styrene direct print inserts
- Red to match PMS 186c
- Some locations may need to be trimmed in length to fit
- Install new insert in top section of existing hours plaques

Colors & Materials

Direct Print

 (Qty:60) 3"H x 16"W .080 Styrene Direct Printed  
w/ CVS Red; PMS 186C Trimmed To Finished Size

**Poyant**  
Building Your Brand

125 Samuel Barnet Boulevard  
New Bedford, MA 02745  
800.544.0961 | poyantsigns.com



Corporate


Project: 14840  
CVS Pharmacy

Sales: Gary McCoy  
Date: 05.07.18  
Designer: LR

Note:  
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Revisions:

5.7.18 LR T2

  
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

Approved By:  
**Approved for Construction**  
  
Date:

Pylon Sign

Option A

Sign Type 14840.1A

1A.1

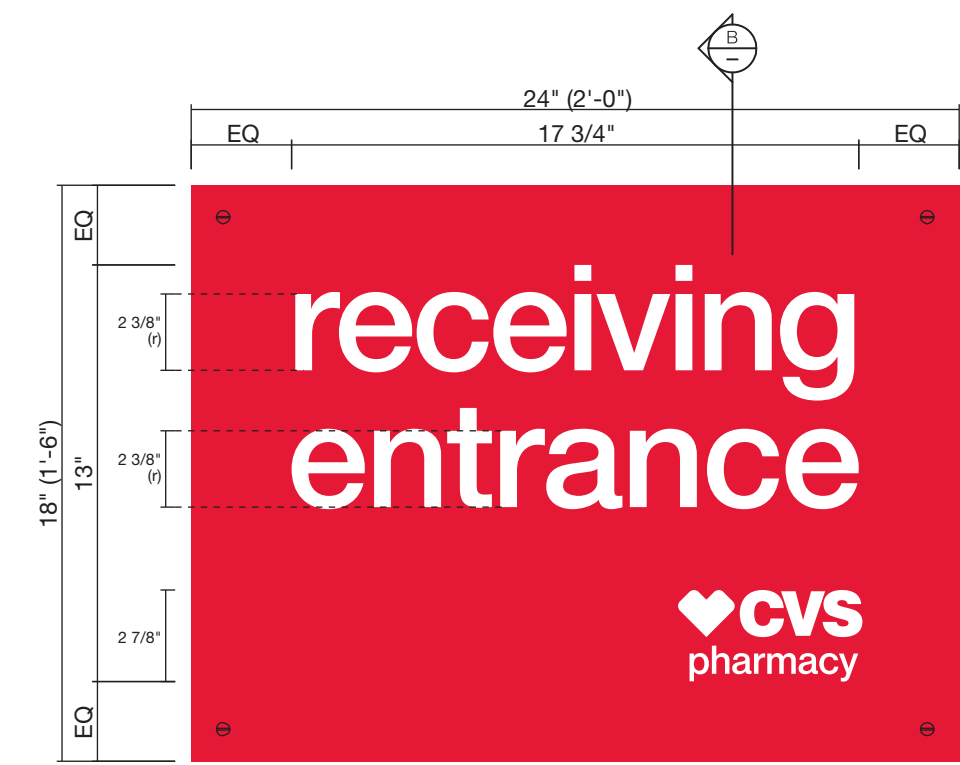


B Photo Comp - Existing Example  
Not To Scale

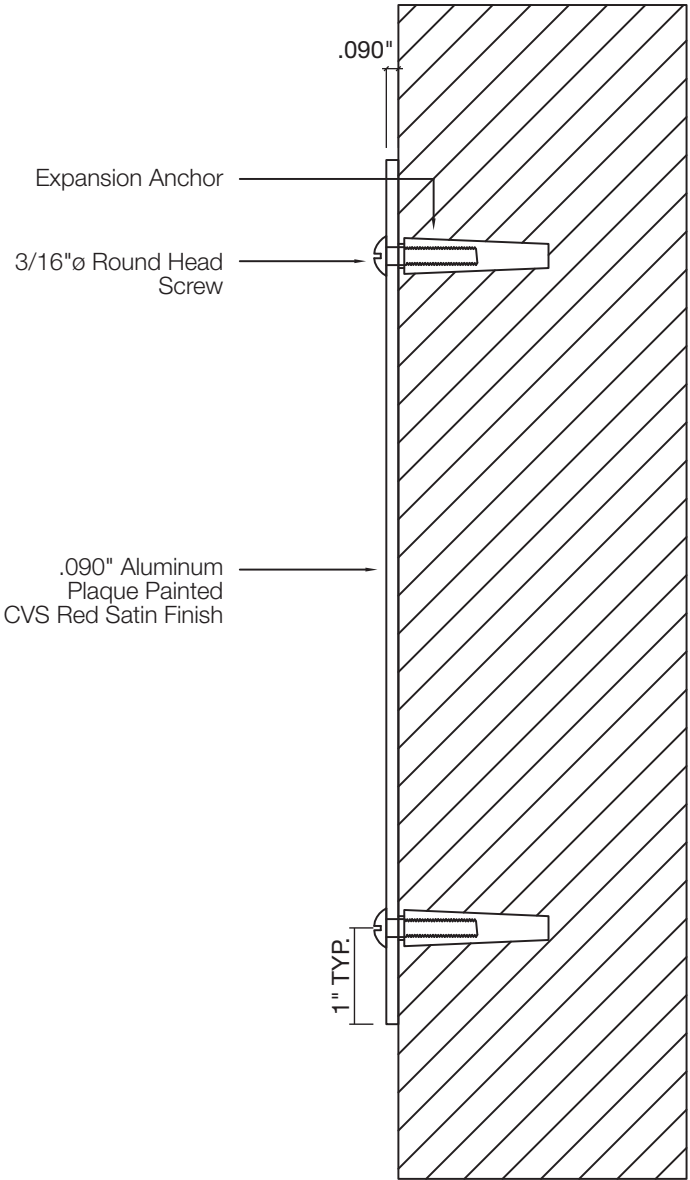


C Photo Comp - Proposed Example  
Not To Scale

# Receiving Entrance Plaque



A Sign Elevation - Front View  
Scale: 2"=1'-0"



B Section

## Specifications

S/F Non-Illuminated Door Plaque  
(3.0 SQ.FT.)

Background  
- 0.090" Aluminum Plaque Painted CVS Red

Graphics  
- White Vinyl Graphics

Hardware  
- 3/16"ø Round Head Screw  
- Expansion Anchor

## Colors & Materials

- Paint to Match PMS #186 (Satin Finish)
- White Opaque Vinyl



Drawn By: N. Pazdan

File Name: Receiving Entrance Plaque

## Revisions:




This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

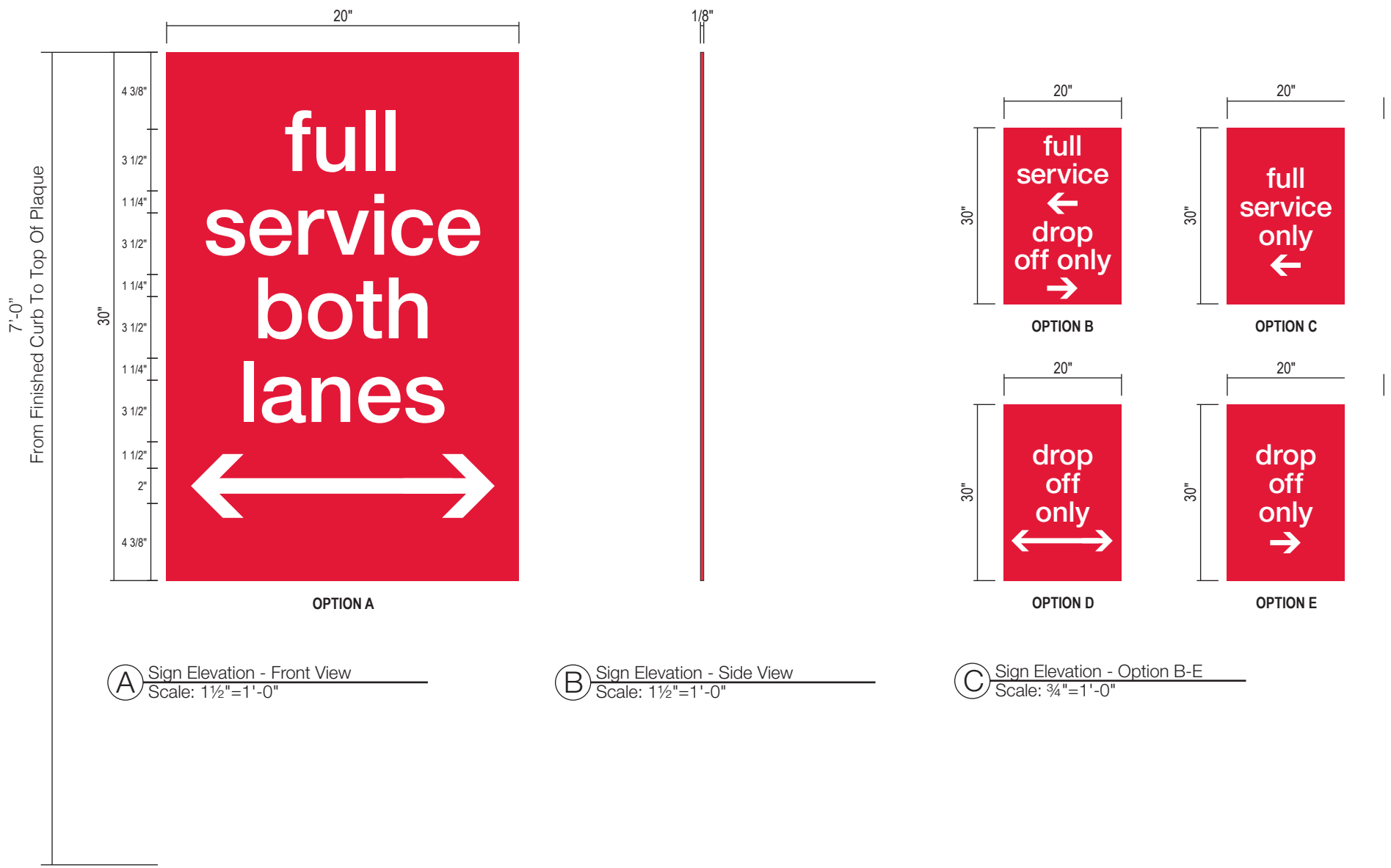
Approved By:

Date:

Receiving Entrance Plaque



# Drive-Thru Regulatory Plaques



**A** Sign Elevation - Front View  
Scale: 1 1/2"=1'-0"

**B** Sign Elevation - Side View  
Scale: 1 1/2"=1'-0"

**C** Sign Elevation - Option B-E  
Scale: 3/4"=1'-0"

## Specifications

- S/F Non-Illuminated Full Service Plaque  
(4.17 SQ.FT.)
- Background  
- 1/8" Aluminum Plaque Painted CVS Cardinal Red
- Graphics  
- White Reflective Vinyl Graphics
- Install  
- Mount to drive-thru canopy columns as required in field

## Colors & Materials

- CVS Cardinal Red (Satin Finish)
- White Reflective; 3M 680-10



125 Samuel Barnet Boulevard  
New Bedford, MA 02745  
800.544.0961 | poyantsigns.com



Corporate

Project: 14866  
Fairhaven Commons

Sales: Gary McCoy  
Date: 05.16.18  
Designer: LR

Note:  
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## Revisions:

5.16.18 LR T2



This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

Approved By:  
**Approved for Construction**  
*Martin B Higgins III*  
Date:

Drive-Thru Regulatory Plaque  
Standard

Option A



03.26.2019 36 of 114





03.26.2019 37 of 114

CVS/pharmacy  
RECEIVING  
ENTRANCE

03.26.2019 114





ONSITE SERVICE  
WALK-UP SERVICE  
1. Please call ahead to schedule your service.  
2. All services are performed on-site.  
3. All services are performed on-site.  
4. All services are performed on-site.  
5. All services are performed on-site.

CLEARANCE  
13'-8"  
NO IDLING

03.26.2019 114



03.26.2019 41 of 114





**CVS/pharmacy**

03.26.2019 4 of 114

NOTES

1. HANDICAP ACCESSIBLE PARKING SPACES SHALL CONFORM TO THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT (A.D.A.) OF JANUARY, 1992 AND ANY AMENDMENTS THERETO AND THE COMMONWEALTH OF MASSACHUSETTS ARCHITECTURAL ACCESS BOARD, 521 CMR, WHICHEVER IS MORE STRINGENT.
2. ACCESSIBLE PARKING SPACES DESIGNATED WITH A "V" SHALL BE SIGNED AS "VAN ACCESSIBLE" PER A.D.A. 4.1.2.5B.
3. ALL NEW CURBING INSTALLED ON MASSACHUSETTS AVENUE SHALL BE VERTICAL GRANITE CURB (VGC), TYPE VA3 PER MHD SPECIFICATION M 9.04.1
4. ALL LIMITS OF PAVEMENT SHALL BE CURBED UNLESS NOTED OR DETAILED OTHERWISE.
5. ALL STANDARD PARKING SPACES SHALL BE 9 FEET IN WIDTH BY 18 FEET IN LENGTH, WITH 24 FOOT AISLES UNLESS NOTED OR DETAILED OTHERWISE.
6. ALL PAVEMENT STRIPING SHALL BE PAINTED WITH 2 COATS OF PAINT.
7. CONTRACTOR SHALL REFER TO BUILDING PLANS FOR CONSTRUCTION OF COMPACTOR, DUMPSTER AND DRIVE THRU AREAS.
8. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATIONS OF VESTIBULE, EXIT PORCHES, BUILDING SIDEWALK, RAMPS, LOADING AREA, BUILDING DIMENSIONS, BUILDING UTILITIES, ENTRANCE LOCATIONS, COMPACTOR AREA, ETC.
9. ALL SIDEWALK RAMPS SHALL BE CONSTRUCTED OF CONCRETE AND COMPLY WITH A.D.A. REQUIREMENTS. PRIOR TO INSTALLING HANDICAP RAMPS, CONTRACTOR SHALL SUBMIT A DETAILED DESIGN OF EACH HANDICAP RAMP FOR THE ENGINEER'S REVIEW.

PLAN LEGEND

EXISTING	PROPOSED	DESCRIPTION
		CURBED LANDSCAPED ISLAND
		STANDARD PARKING STALL
		HANDICAP PARKING STALL
		PARKING COUNT
		HANDICAP SYMBOL
		MOUNTED TRAFFIC SIGN
		WHEELCHAIR RAMP
		WHEELCHAIR RAMP
		SIGNALIZED INTERSECTION
		EXTRUDED CONC. CURB TYPE
		VERTICAL GRANITE CURB TYPE
		BOLLARD
		STOP LINE
		SOLID WHITE CHANNELIZING LINE
		SOLID YELLOW CHANNELIZING LINE
		BROKEN YELLOW CENTERLINE
		DOUBLE YELLOW CENTERLINE
		SOLID YELLOW CENTERLINE
		SOLID YELLOW EDGE LINE
		SOLID WHITE EDGE LINE
		SOLID WHITE LANE LINE
		TRANSFORMER PAD
		CONCRETE PAVEMENT
		CHAIN LINK FENCE
		CONCRETE WHEEL STOP
		GUARDRAIL
		VERTICAL GRANITE CURB
		WOODEN STOCKADE FENCE

ZONING DISTRICT: VEHICULAR ORIENTED BUSINESS DISTRICT (B4)  
RETAIL: SPECIAL PERMIT FROM ARLINGTON REDEVELOPMENT BOARD (ARB) FOR GENERAL RETAIL USE.

CVS Zoning Summary Chart

Zoning Regulation Requirements	Required	Proposed
MINIMUM LOT SIZE	NONE	1.83 AC
FRONT SETBACK	NONE	0 FT
SIDE SETBACK	NONE	71 FT
REAR SETBACK	20 FT	92 FT
MAX. BUILDING HEIGHT	35 FT	32 FT
MIN. LOT FRONTAGE	50 FT	291.5 FT
F.A.R	1.0	0.18
MIN LANDSCAPE AREA	10%	32.5%
MIN INTERIOR LANDSCAPE	8%	8.6%
RESIDENTIAL BUFFER	15 FT	7.5 FT
BUILDING SEPARATION	13 FT	18 FT

Parking Summary Chart

Description	Required	Proposed
STANDARD SPACES (9'x18')	42	69
NO. OF ACCESSIBLE SPACES**	2	3
TOTAL SPACES*	44	72

\*1 SPACE PER 300 SF OF GROSS FLOOR AREA  
\*\*ADA REQUIREMENT - MINIMUM NUMBER OF ACCESSIBLE SPACES FOR A PARKING LOT TOTALING 50 TO 75 SPACES = 3 TOTAL HANDICAP SPACES  
ZONING DISTRICT: VEHICULAR ORIENTED BUSINESS DISTRICT (B4)

TRAFFIC CONTROL SCHEDULE

SIGN NUMBER	SIGN	SIZE OF SIGN WIDTH HEIGHT	DESCRIPTION	MOUNT TYPE	MOUNT HEIGHT	REMARKS
R1-1		30" 30"	WHITE ON RED	CHANNEL	7'-0"	REFLECTORIZED SIGN
R7-8		12" 18"	BLUE ON WHITE	CHANNEL	7'-0"	REFLECTORIZED SIGN
R7-8A		12" 6"	WHITE ON BLUE	CHANNEL	VARIES	REFLECTORIZED SIGN
R5-1		30" 30"	RED ON WHITE	BOLLARD	7'-0"	REFLECTORIZED SIGN
R6-1R		36" 12"	WHITE ON BLACK	CHANNEL	7'-0"	REFLECTORIZED SIGN

CIVIL ENGINEER:

**RJ O'CONNELL**  
& ASSOCIATES, INC.  
Civil Engineers & Land Planners

80 MONTVALE AVE., SUITE 201  
STONEHAM, MA 02180  
781-279-0180  
FAX: 781-279-0173

CONSULTANT:

SEAL:

**CVS/**  
**pharmacy**

13,013 TYPE A PROTOTYPE

STORE NUMBER: 75672

837-821 MASSACHUSETTS AVENUE  
ARLINGTON, MA

DEAL TYPE: NEW

DEVELOPER:

**GBC**

GERSHMAN BROWN CROWLEY INC.

14 BREAKNECK HILL RD  
LINCOLN, RI 02865

REVISIONS:

ISSUED TO ARLINGTON REVIEW BOARD

REVISED PER ARB COMMENTS 03/23/2009

DRAWING BY: AKC/KPM

DATE: 03/02/2009

JOB NUMBER: 07150

TITLE:

PARKING & TRAFFIC  
CONTROL PLAN

SHEET NUMBER:

C-2

COMMENTS:



## Town of Arlington, Massachusetts

---

### Announcement: Release of Bike Parking Guide

#### Summary:

- 9:00 p.m. -  
9:10 p.m.
- Board members will review and may vote to approve guide

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_4_-_20191029_Bike_Parking_Handbook.pdf	2019 Bike Parking Handbook

TOWN OF ARLINGTON

# BICYCLE PARKING GUIDELINES

An illustrated guide to Arlington's  
bicycle parking bylaw.





# ABOUT THIS GUIDE

The DPCD Bike Parking Guidelines provide guidance on physical location and design of short- and long-term bicycle parking. Selecting good locations and equipment for bicycle parking can help maximize ridership and increase safety and security for riders.

These guidelines are part of a collection of resources created to provide clear and illustrated descriptions of Arlington’s zoning bylaw requirements, as well as industry best practices.

Publication date:  
October, 2019



# CONTENTS

1.0	INTRODUCTION	3
2.0	GENERAL REQUIREMENTS	7
3.0	SHORT-TERM PARKING	17
4.0	LONG-TERM PARKING	22
5.0	PUBLIC SPACE & EVENT PARKING	28
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# **1.0**

## **Introduction**





**A bike parked at an inverted U rack location in the Town Hall parking lot.** Photo: DPCD





## What is bicycle parking and why is it important?

The Arlington Zoning Bylaw defines bike parking as the accessory storage of bicycles (which may include trailers or other customary accessories) in a secure manner that allows for quick and convenient access, storage, and removal of bicycles by users who are making trips to or from the associated principal use.

### Bicycle parking at Arlington High School.

Photo: DPCD

Arlington promotes bicycling as a healthy, environmentally-friendly way of getting around. The Town has made strides in improving bicycling facilities through the adoption of a Complete Streets policy and by promoting sustainable transportation. Many facilities exist in town to support low-stress bicycle travel, including the Minuteman Bikeway, Alewife Brook Greenway, and bicycle lanes on Massachusetts Avenue and Park Avenue. As a result, more people are using their bikes every day for commuting and general transportation. The addition of bike share has even attracted casual riders.

Safe, secure, and adequate bike parking is critical to maintaining a welcoming environment for cyclists. Bicycle parking is an area that allows for the intact and secure storage of bicycles and other accessories in an easily and conveniently accessed location, where both wheels can rest on a stable surface and accessing the space does not require the movement of other bicycles, vehicles or objects. Parking for larger bikes, such as cargo bikes, and bikes with trailer accessories may necessitate additional storage space.

Providing bicycle parking further encourages people to use their bicycles as transportation. People are more likely to use a bicycle if they are confident that they will find convenient and secure parking at their destination. Additionally, providing a designated area for

bicycle parking gives a more orderly appearance to buildings and public space and prevents cyclists from locking their bikes to unacceptable fixtures, such as trees, benches, or railings. However, if a bicycle rack appears insecure, does not fit bicycles well, or is in the wrong location, cyclists will not use it. These guidelines have been created to ensure that bicycle parking is designed properly and is well used. Pedestrians, motorists, and other roadway users also benefit from good bicycle parking: poorly designed, improperly installed, or badly sited bicycle parking can obstruct sidewalks, driveways, parking spaces, building access, wheelchair ramps, and other shared areas.

### **Bicycle Parking Provisions in the Zoning Bylaw**

The Arlington Redevelopment Board (ARB), through their broad jurisdiction under the Environmental Design Review (EDR) Special Permit, had applied bicycle standards to projects subject to EDR depending on the use and context. The ARB found that the regulations, being dependent on the number of vehicular parking spaces, resulted in inadequate bicycle parking for the uses under review.

The ARB determined that bicycle parking regulations and standards for the Town of Arlington needed to be decoupled from vehicular parking requirements in order to achieve the community's goals and create consistency. Rather than use the number of vehicular parking spaces as the standard by which bicycle parking spaces are calculated, the updated bicycle parking standards are based on a structure's use(s). The requirements are also separated into short-term and long-term bicycle parking spaces depending on who uses the structure(s) on a project site.

The 2019 Annual Town Meeting approved the amendment to the Arlington Zoning Bylaw to update the bicycle parking standards in section 6.1.12. Bicycle parking is to be provided for any development or change of use, and building expansions or conversions in the majority of cases. Both short-term and long-term bicycle parking must be incorporated into the development.

### **Who is this guide for?**

The guide is intended to be used by developers, property owners, businesses, Town staff, and residents, whether to understand the requirements and best practices of bike parking in the Town of Arlington or to better understand what bike parking is and why it is important. Along with providing direction to developers about the 2019 revisions to the bicycle parking regulations in the Zoning Bylaw, the guide is also intended to create a standard for bicycle parking installed in public spaces by the Department of Public Works, Parks and Recreation, or contractors selected through public projects and programs.



## **2.0**

### **General Requirements**





**Life finds a way. In the absence of dedicated parking, cyclists will lock bikes to street fixtures, sometimes obstructing public walkways.**

Photo: DPCD

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## General requirements for bicycle parking

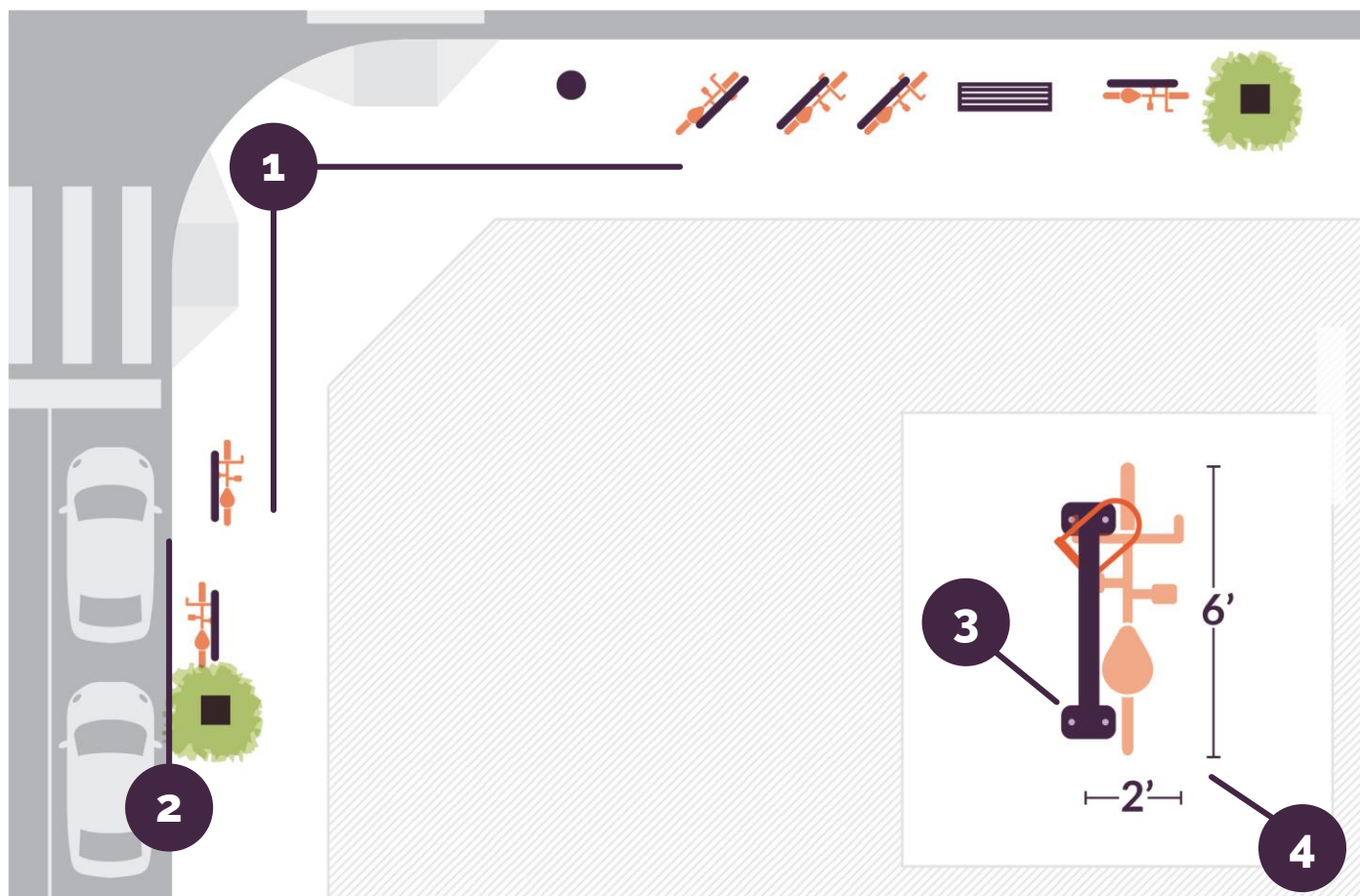
In some non-residential cases subject to approval, there is the ability to swap the long-term bicycle parking spaces for short-term bicycle parking spaces. Additionally, the ARB and the Board of Appeals have broad jurisdiction to modify the requirements based on specific conditions unique to a proposal.

**A bicycle parked near Uncle Sam Plaza in Arlington Center.** Photo: DPCD

Short- and long-term bicycle parking is required for new developments or changes of use, building expansions, or conversions. This section details the general requirements and best practices of the design, maintenance and materials, and amount (as part of developments) of all types of bicycle parking in Arlington.

## Design Requirements

The design of bicycle parking is critical to its functionality and security. It should be intuitive to use, easy to access and find on a site, secure and safe for users, accommodate a variety of bicycles and attachments, and provide for an orderly and uncluttered appearance. Poorly-designed parking is difficult to use and access, does not hold as many bicycles as its advertised capacity, and provides limited security for users. As a result, poorly-designed parking discourages users from parking there, leading them to attach bicycles to sign posts, light poles, trees, and other street furniture not designed for bicycle parking. There are minimum design criteria that all bicycle parking in Arlington must meet.

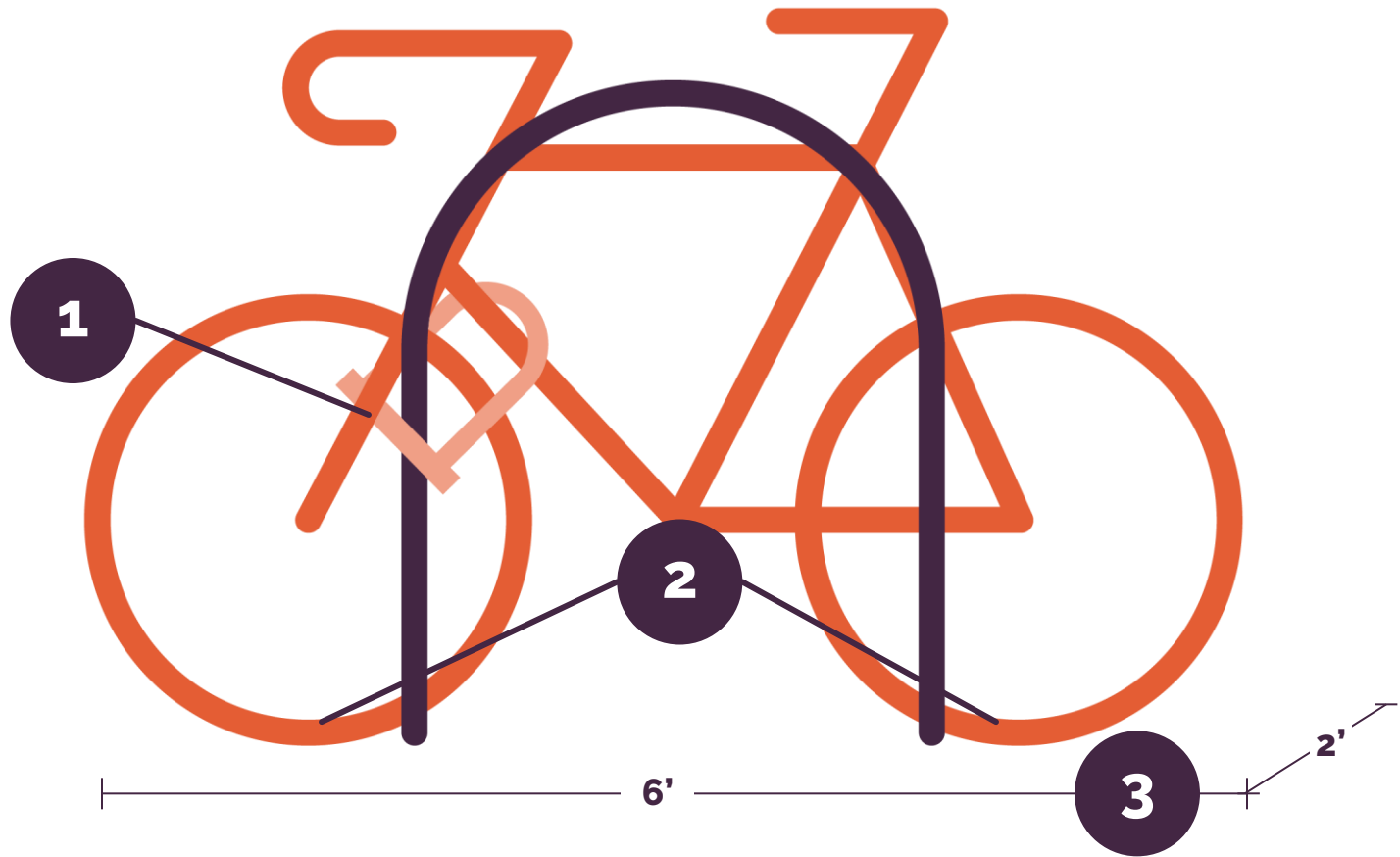


**1 Circulation:** bike racks and storage may not obstruct pedestrian or vehicular traffic. Specific dimensional guidelines are provided in the sections on short- and long-term parking.

**2 Damage protection:** bike parking should be separated from vehicular parking to minimize the possibility of damage to either cars or bikes.

**3 Theft protection:** bike racks and storage must be securely attached to a permanent surface.

**4 Dimensions:** Parking fixtures must accommodate bicycles at least six feet long and two feet wide.



**1 Security:** Bike parking must be capable of securing a bike frame and one wheel using a U-type security lock without needing to remove either wheel. Bicycle racks designed to hold a bicycle by only the front wheel are not acceptable.

**2 Accessibility:** Parking must not require lifting bicycles off the floor or carrying bicycles up or down steps or stairs, whether indoor or outdoor. ADA standards must be maintained including maximum slope of ramps and access widths leading to bicycle parking areas.

**3 Dimensions:** Parking fixtures must accommodate bicycles at least six feet long and two feet wide.

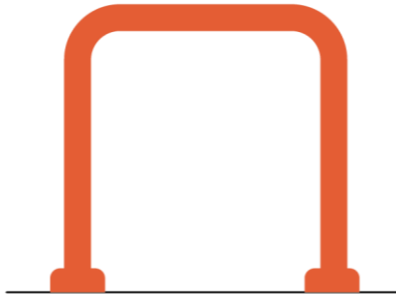
**The following types of bicycle parking and storage are not acceptable to meet the requirements of the Zoning Bylaw, and should be avoided for all types of bike parking:**

- Storage that requires bikes to be lying down or requires a kickstand to remain upright.
- Storage that requires bikes to be hung with one or both wheels in the air.
- Storage that requires the user to lift their bike off the ground or floor without assistance.



## Design Guidance on the Dos and Don'ts of Bike Parking

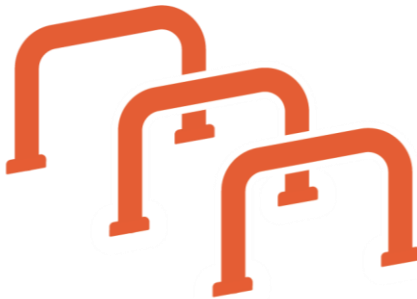
Certain types of bicycle parking fixtures widely available from manufacturers meet the Zoning Bylaw requirements and are preferred by the Town.



**DO:** Hoop/inverted U racks



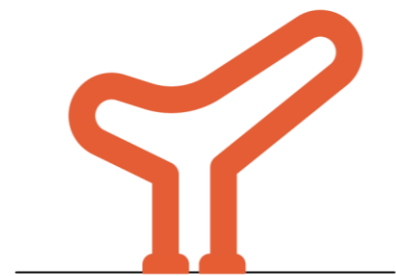
**DO:** Post and ring, hitch, or “lollipop” racks



**DO:** Inverted U multiples



**DO:** Artistic racks or other rack/fixture designs that meet the basic design standards described in this guide



There are specific types of bicycle racks and designs that do not meet the Zoning Bylaw requirements and are generally not preferred for public or private bicycle parking. These racks fail to provide the proper security, functionality, and accessibility of well-designed racks.



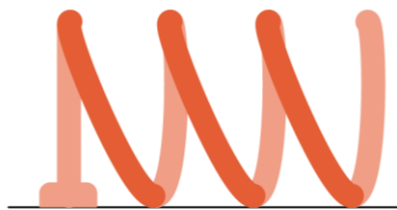
**DON'T:** Schoolyard, wheelbender, comb racks



**DON'T:** Wave/undulating racks



**DON'T:** Coathanger racks



**DON'T:** Spiral racks



**DON'T:** Wheelwell fixtures

Racks that hold bikes at only one point or otherwise do not meet the requirements of the bylaw, including some artistic racks, do not meet Zoning Bylaw requirements.

## Good Examples of Bike Parking



**Good:** The new inverted-u bike racks at the Robbins Library are properly spaced, provide two points of contact with a bicycle, allow for bikes to be securely locked, and provide sufficient room for bikes with trailers.

*Photo: DPCD*



**Good:** These racks at Town Hall are located adjacent to but separated from vehicle parking, minimizing the risk of damage to cars or bicycles and providing convenient access to several Town Hall entrances.

*Photo: DPCD*



**Good:** These post and ring-style racks are securely installed at a safe distance from pedestrian line of travel.

*Photo: DPCD*



**Good:** Because it is not securely affixed to the ground, this rack is not permitted for short-term bicycle parking, however, it is ideal for temporary or event bicycle parking.

*Photo: DPCD*



**Good:** This temporary in-street bike corral parks ten bicycles in the space of a single car, provides protection from vehicular traffic, and allows for two points of contact between bicycles and the rack.

*Photo: Philafrenzy / CC-BY-SA-4.0*



## Not-So-Good Examples of Bike Parking



**Not-so-good:** There is less than 24" between the bike rack and the stone wall, thereby barring cyclists from securely locking their bikes.

*Photo: DPCD*



**Not-so-good:** This rack is not secured to the ground, does not allow for cyclists to lock the frame of their bikes to the rack, holds fewer bikes than advertised, and can result in bikes falling over easily and being damaged.

*Photo: DPCD*



**Not-so-good:** Wave frames like the one shown above only support bikes at one location when used as intended, and rarely allows for as many parked bikes as advertised.

*Photo: DPCD*



**Not-so-good:** Wheel lock bike racks do not provide suitable security for the entire bicycle.

*Photo: Kristian Ovaska, (CC BY-SA 2.5)*



**Not-so-good:** Bike racks should not be used to support or store materials other than bicycles. Racks should be kept free of debris and construction materials.

*Photo: DPCD*



**Not-so-good:** While space efficient, this method for long-term bicycle storage requires one wheel of a bike to be lifted off the ground, and thereby does not comply with the bike parking requirements.

*Photo: City of Toronto (CC BY 2.0)*

Like any other infrastructure, bicycle parking requires regular maintenance to ensure its long-term usability. Most commercially-available bicycle parking is made of durable materials and has no or few moving parts. Steel and stainless steel are common and appropriate materials for most general-use racks.

As with landscaping, signage, facades, and hardscapes on any property, bicycle parking infrastructure should be included in regular maintenance schedules.

In *Essentials of Bike Parking*, the Association of Pedestrian and Bicycle Professionals (APBP) notes that before purchasing bike racks, buyers should speak with suppliers about their particular conditions and choose a material and coating that suits their needs. APBP goes on to note the common choices and maintenance considerations for rack materials and coatings:

## Maintenance, Installation & Materials

RACK MATERIAL – COATING	RELATIVE PURCHASE COST	DURABILITY	CAUTIONS
<b>Carbon steel – galvanized</b>	Usually lowest	Highly durable and low-maintenance; touch-up, if required, is easy and blends seamlessly	Utilitarian appearance; can be slightly rough to the touch
<b>Carbon steel – powder coat* (TGIC or similar)</b>	Generally marginally higher than galvanized	Poor durability	Requires ongoing maintenance; generally not durable enough for long service exposed to weather; not durable enough for large-scale public installations
<b>Carbon steel – thermoplastic</b>	Intermediate	Good durability	Appearance degrades over time with scratches and wear; not as durable as galvanized or stainless
<b>Stainless steel – no coating needed, but may be machined for appearance</b>	Highest	Low-maintenance and highest durability; most resistant to cutting	Can be a target for theft because of salvage value; maintaining appearance can be difficult in some locations

\* When applied to carbon steel, TGIC powder coat should be applied over a zinc-rich primer or galvanization to prevent the spread of rust beneath the surface or at nicks in the finish.

Source: *Essentials of Bike Parking*,  
Association of Pedestrian and  
Bicycle Professionals 59 of 174



## Number of Parking Spaces Required

The Zoning Bylaw requires certain amounts of short- and long-term bicycle parking based on the land use. The following table provides the ratios of parking spaces required based on number of rooms, square feet, or other metric depending on the use:

Examples based on typical uses in Arlington (for illustrative purposes only):

### 2,000 sf restaurant

long-term: 1 space  
short-term: 2 spaces

### 1,000 sf office space

long-term: 1 space  
short-term: 1 space

### 5 unit multifamily building

long-term: 8 space  
short-term: 1 space

For mixed-use, the requirement is the sum of each individual use requirement

Note that single-family, two-family and three-family buildings have no minimum bicycle parking requirements.

USE	MIN # OF LONG-TERM SPACES	MIN # OF SHORT-TERM SPACES
<b>Residential Uses</b>		
Single-, two-, or three-family dwelling and townhouse structures	No minimum	No minimum
Apartment building	1.5 spaces per dwelling unit	0.10 spaces per dwelling unit
Assisted living residence	0.5 spaces per dwelling unit	0.05 spaces per dwelling unit
Single-room occupancy building	1 space per dwelling unit	0.10 spaces per dwelling unit
Group home	0.5 spaces per bed	0.05 spaces per bed
<b>Business or Industrial Use</b>		
Auto sales, similar retail and service establishments with extensive display areas that are unusually extensive in relation to customer traffic	0.08 spaces per 1,000 sq. ft. of gross floor area	0.06 spaces per 1,000 sq. ft. of gross floor area
Hotel/motel	0.02 spaces per sleeping room	0.05 spaces per sleeping room
Other retail or service use	0.10 spaces per 1,000 sq. ft. of gross floor area	0.60 spaces per 1,000 sq. ft. of gross floor area
Office, business or professional	0.30 spaces per 1,000 sq. ft. of gross floor area	0.50 spaces per 1,000 sq. ft. of gross floor area
Wholesale business and storage	0.80 spaces per 1,000 sq. ft. of gross floor area	0.60 spaces per 1,000 sq. ft. of gross floor area
Manufacturing, Light	0.80 spaces per 1,000 sq. ft. of gross floor area	0.60 spaces per 1,000 sq. ft. of gross floor area
Office, medical or clinic	0.30 spaces per 1,000 sq. ft. of gross floor area	0.50 spaces per 1,000 sq. ft. of gross floor area

Use	Minimum Number of Long-Term Bicycle Parking Spaces	Minimum Number of Short-Term Bicycle Parking Spaces
<b>Institutional, Educational Use</b>		
Hospital	0.20 spaces per 1,000 sq. ft. of gross floor area	0.10 spaces per 1,000 sq. ft. of gross floor area
Nursing home	0.5 spaces per bed	0.05 spaces per bed
Non-exempt educational use	0.30 spaces per classroom or 0.015 spaces per auditorium seat, whichever is greater	1.70 spaces per classroom or 0.085 spaces per auditorium seat, whichever is greater
Other school	0.30 spaces per classroom or 0.015 spaces per auditorium seat, whichever is greater	1.70 spaces per classroom or 0.085 spaces per auditorium seat, whichever is greater
<b>Public, Recreational or Entertainment</b>		
Municipal facility	0.30 spaces per 1,000 sq. ft. of gross floor area	0.50 spaces per 1,000 sq. ft. of gross floor area
Indoor Motion Picture Theater, restaurant, gymnasium, auditorium or similar place of public assembly with seating facilities	0.20 spaces per 1,000 sq. ft. of gross floor area	1 space per 1,000 sq. ft. of gross floor area
Health club or indoor athletic facility	0.10 spaces per 1,000 sq. ft. of gross floor area	1 space per 1,000 sq. ft. of gross floor area
<b>Utility, Transportation, Communications</b>		
Public utility	0.08 spaces per 1,000 sq. ft. of gross floor area	0.06 spaces per 1,000 sq. ft. of gross floor area
Transportation terminal	0.08 spaces per 1,000 sq. ft. of gross floor area	0.06 spaces per 1,000 sq. ft. of gross floor area
Other Uses		
Mixed-use	Sum of uses computed separately	Sum of uses computed separately
Any other use permitted in this Bylaw	Closest similar use as shall be interpreted to be covered by this table, as determined by the Building Inspector	Closest similar use as shall be interpreted to be covered by this table, as determined by the Building Inspector

# 3.0

## Short-Term Bicycle Parking





**Short-term post and ring  
parking at Learn to Grow, a  
daycare center on  
Broadway.** Photo: DPCD  
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## Short-Term Parking

Short-term bicycle parking is intended to serve visitors of a site, typically individuals making trips of up to two hours, although it may be used for longer periods. It must be located in a publicly accessible area near pedestrian entrances. Specific requirements for short-term parking include:

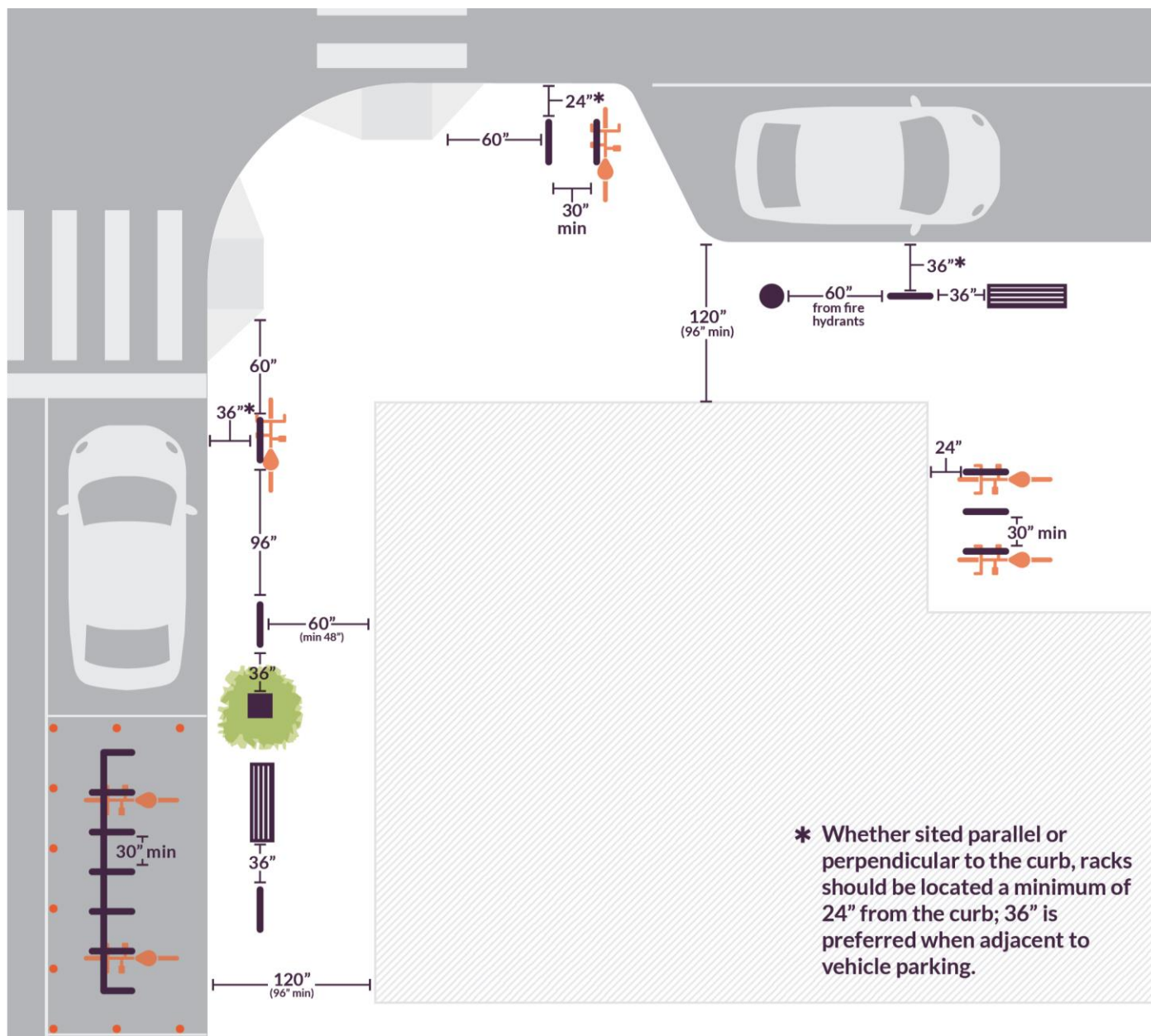
**Location:** It must be located within 50 feet of the main entrance of the building or no further than the nearest off-street parking space.

**Signage:** Appropriate signage must be provided if bike parking is not visible from the main entrance.

Short-term parking must conform to the general requirements in the previous section.

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**Short-term bicycle parking on inverted U-racks in the Town Hall parking lot.** Photo: DPCD



## Layout Guidelines

For outdoor bicycle parking with high usage, consider using a shelter or other covering to protect bicycles from inclement weather, if space allows.

The site layout of short-term bicycle parking is important because it allows parking to be used effectively and efficiently by cyclists without sacrificing mobility and circulation for pedestrians and other travelers. The dimensional standards provided here are based on industry best practices and are standard for most bicycle parking guidelines nationally. Since most short-term bicycle parking is located outdoors, the dimensions generally refer to street side locations; please refer to the layout guidelines for long-term parking for more secured, indoor spaces. Additional space should be considered for cargo bikes and bikes with trailers.

If a sidewalk is not wide enough and the need is demonstrated, it may be necessary to widen the sidewalk to the appropriate width by building into a grass strip at the curb or behind the sidewalk. If on-street parking is available, consider creating an in-street bicycle corral within one of the parking spaces.

## **4.0**

### **Long-Term Bicycle Parking**





**Secured long-term bicycle parking for residents in Arlington, VA.** Photo: Arlington Transportation Partners 67 of 114





## Long-Term Parking

Design for all types of users. High capacity long-term bike parking should be easily usable by individuals with lower upper body strength or those riding heavy bicycles. Unassisted upper level parking (shown above) does not count toward the required parking spaces.

Long-term bicycle parking is intended to serve residents, employees, and others who need to park their bicycle for a substantial portion of the day, overnight, or for multiple days, although it may serve other bicycle users as needed. It is typically located within an enclosed, limited access area designed to protect bikes from inclement weather and theft. The requirements for long-term bicycle parking are:

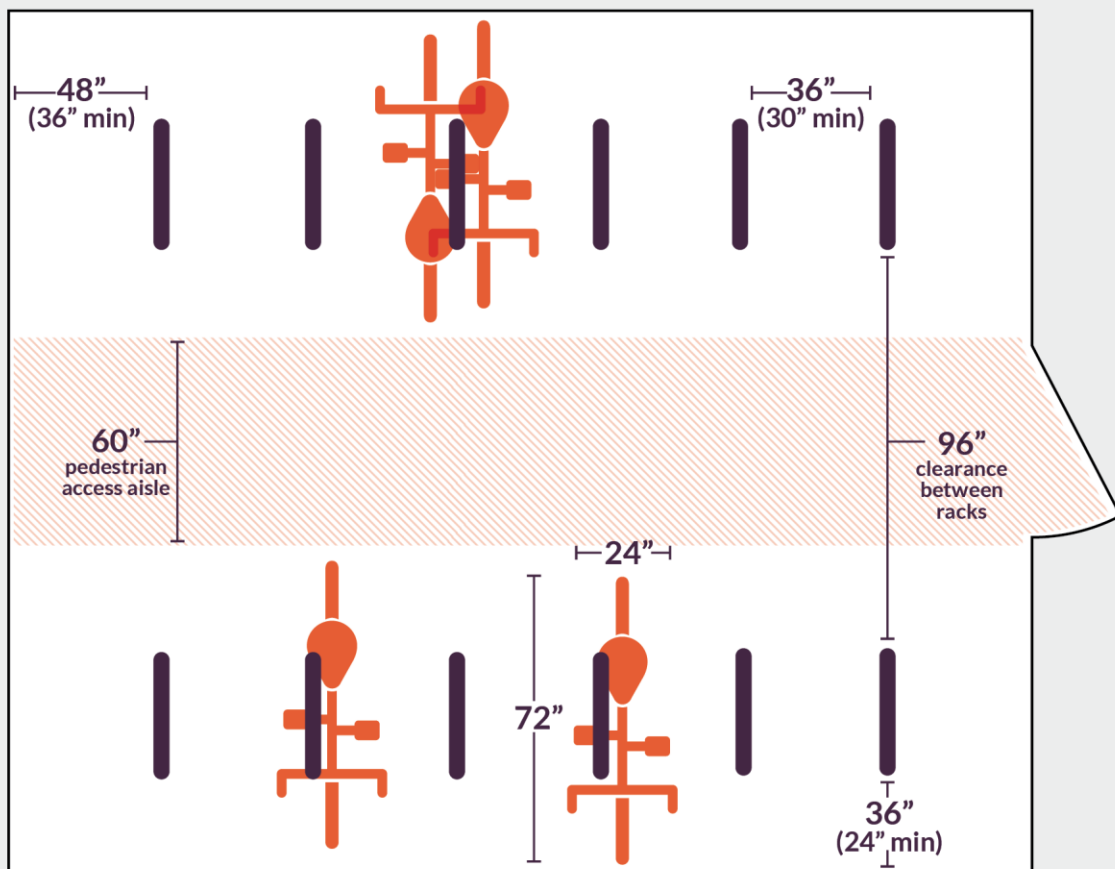
**Location:** it must be located within the building containing the use that it is intended to serve, or in a structure no more than 200 feet from the main entrance. It may be pooled into a single secure area to serve multiple uses or buildings, as applicable.

**Residential units:** While bicycle parking requirements in the Zoning Bylaw cannot be satisfied within individual residential dwelling units, residents shall be permitted to bring their bicycles into their unit for storage.

Long-term parking must conform to the general requirements in the previous sections.

### Long-term bicycle parking at Alewife MBTA Station in Cambridge.

Photo: David Chase, CC BY-NC-SA 2.0.



### Layout Guidelines

Similar to short-term bicycle parking, the site or room layout for long-term parking is critical to ensure it is convenient, accessible, and functional. The following dimensional guidelines are based on industry best practices and are standard for most bicycle parking guidelines nationally. These guidelines are primarily for indoor locations or outdoor locations that are secure and weather-protected. Additional space should be considered for cargo bikes and bikes with trailers.





### Other Types of Long-Term Bicycle Parking

Manufacturers also sell long-term bicycle parking units in the form of lockers and other secure fixtures. These are generally acceptable as a form of long-term parking, as long as they meet the following minimum dimensions:

- 24" wide at the door
- 8" wide at the opposite end
- 72" in length
- 48" in height

**Top: Bike lockers at the South Acton Commuter Rail station.** Photo: rumrunn6, bikeforums.net..

**Right: Bike lockers in a University of Texas parking garage.** Photo: Megan Ann, Creative Commons 2.0.



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## **5.0**

### **Public Space & Event Bicycle Parking**





**A row of temporary bike parking provided for soccer fans outside a Portland Thorns game.** Photo: Sarah Mirk, Wikimedia Commons





### **Bicycle Parking in the Right-of-Way and Public Bicycle Parking**

Not all demand for bicycle parking can be accommodated through land development and the requirements of the Zoning Bylaw. The Town may install bicycle parking on public property for accessing adjacent uses. The Town must also make accommodations for bicycle users to access public buildings, parks, museums, and other public space or resources. Large roadway and streetscape projects also provide opportunities to incorporate bicycle parking in the public right-of-way. Bicycle parking installed in the right-of-way is usually short-term in nature, but could incorporate shelters and overhangs that allow for longer-term use. Site layouts and designs should follow the guidelines presented earlier in this document.

In general, developers and private property owners may not install bike parking in the public right-of-way or on town property without permission from the Town. Right-of-way encroachments require approval by the Select Board.

#### **A bicycle corral at Diesel Café in Davis Square.**

Photo: DPCD.

## Guidance for Different Types of Public Space Bicycle Parking

**Sidewalk:** The most common form of public space bicycle parking is racks on the sidewalk. Racks should be placed in sidewalk furnishing areas out of the pedestrian walking zone, with sufficient space to allow for maneuvering bicycles on and off the rack and to allow for uninterrupted pedestrian traffic while the bicycle is attached to the rack. The site layout guidelines for short-term bicycle parking should be followed when installing bicycle parking in the sidewalk. Bicycle parking should be located near the entrances to businesses, multifamily housing, and other uses with potentially high demand for bicycle access. Depending on the intensity of the land use, bicycle parking may be pooled into a single location to serve multiple uses, on a block-by-block basis.

**In-Street Bicycle Racks:** When sidewalk space is very limited, or the volume of pedestrians requires wider sidewalk clearance than usual, and on-street car parking has been provided, in-street bicycle “corrals” should be considered. One car parking space is equivalent to 8-12 bicycle spaces, allowing for the dramatic increase of bicycle parking in an area and the number of people that are served by the parking space. It also increases the visibility of bicycling in an area and is easier for bicycle riders to find. As of this writing, no bike corrals have been installed in the Town of Arlington, but there are many local and national examples of bicycle corrals that can be investigated. Dimensions, materials, safety, appropriate location, and public comments (particularly to adjacent businesses or residences) should be included in reviewing possible locations for bicycle corrals.



A combined sidewalk post-and-ring rack and parking . Photo: Minneapolis Public Works.



In-street bike corral in Somerville, MA. Photo: DPCD.



**Public Buildings and Spaces:** the Town can encourage bicycling to public buildings and amenities by installing bicycle parking on public property. Bicycle parking has been installed at many public buildings and parks, including Town Hall, the Robbins Library, most elementary schools and the high school, and many public parks; however, the quantity and quality of the racks varies widely. In addition, there may be bicycle parking areas in one part of a complex, convenient to one section of park or playground, but distant and inconvenient to other areas. Some parks have no bicycle parking at all, even though they are directly adjacent to the Minuteman Bikeway. Through a dedicated bicycle parking program, public spaces without bicycle parking can be addressed and damaged or poor quality bicycle racks can be replaced.

These new racks were recently installed by the Town at Robbins Library to replace an out-of-date wave-style bicycle rack.

*Photo: DPCD*



**Public bicycle parking request process:** Requests for bicycle parking can be sent to the Department of Planning and Community Development, which will review the request and coordinate with the requester and the Department of Public Works on installation, if applicable.

## Monitored Event Bicycle Parking

This section provides information and recommendations for temporary monitored bicycle parking for large events. Permits for large events are not administered by the ARB or under the jurisdiction of the Zoning Bylaw. The guidance provided is intended for event coordinators and the Select Board, which permits large events in Arlington.

Monitored bicycle parking uses portable racks that can be stored on-site or brought to a large public event and set up quickly and easily. A secure area is typically roped or fenced off and staff or volunteers check bicycles in and out. If the bicycle parking cannot be physically separated or secured, it should be monitored for the duration of the event by the event organizer to discourage and prevent theft.

Monitored bicycle parking greatly reduces theft potential, clutter at events, barriers to pedestrian travel, and can potentially increase attendance if secure bicycle parking is advertised in advance of the event. In general, temporary event bicycle parking:

- Presents alternative transportation options to attendees of sporting events, festivals, fairs, etc. This could include valet bike parking.
- Helps ease traffic congestion at the start and finish of these events.
- Can be provided by local organizations like MassBike, which provides bike valet services at a rate based on time and capacity.

If providing staff to monitor temporary event parking is not feasible for the event organizer, an alternative is to secure the temporary racks to a grounded fixture.

Organizers of reoccurring events may be asked to adjust the availability of temporary bicycle parking based on attendance.

# **APPENDIX A:**

## **Bike Parking Bylaw**



### 6.1.12 BICYCLE PARKING

1. Bicycle parking shall be provided for any development or change of use. Bicycle parking is also required for building expansions or conversions, except where the difference of bicycle parking required for the new building and the bicycle parking for that would be required for the existing building under this Section equals fewer than 2 bicycle parking spaces. The Board of Appeals or the Arlington Redevelopment Board, as applicable, may modify the requirements of this Section based on specific conditions unique to the proposal.
2. Bicycle parking as required by this Section refers to the accessory storage of bicycles (which may include trailers or other customary accessories) in a secure manner that allows for quick and convenient access, storage, and removal of the bicycles by users who are making trips to or from the associated principal use. Bicycle parking shall be maintained exclusively for the parking of bicycles and not for the storage of other objects unrelated to bicycle use or for other purposes, as long as the use exists which the facilities were designed to serve. Bicycle parking facilities designed in accordance with this Section shall be available for use at all times when the associated principal use is in operation, except when access may be restricted for necessary maintenance from time to time.
3. When bicycle parking is required long-term and short-term bicycle parking spaces shall be provided:
  - a. Long-term bicycle parking shall be intended primarily to serve residents, employees, and other persons who would require storage of a bicycle for a substantial portion of the day, for an overnight period, or for multiple days; however, it may serve other bicycle users as needed. Long-term bicycle parking is typically located within an enclosed, limited-access area designed so as to protect bicycles from precipitation and from theft.
  - b. Short-term bicycle parking shall be intended primarily to serve visitors, such as retail patrons, making trips of up to two hours to a particular use; however, it may serve other bicycle users as needed. Short-term bicycle parking is typically located in a publicly accessible area near pedestrian entrances to the use they are intended to serve.
4. The minimum number of bicycle parking spaces shall be as set forth in the following table. The computed number of bicycle parking spaces will be rounded up to the nearest whole number. Bicycle parking spaces shall be provided in addition to the off-street parking space requirements of Section 6.1.4.

Use	Minimum Number of Long-Term Bicycle Parking Spaces	Minimum Number of Short-Term Bicycle Parking Spaces
Residential Uses		
Single-, two-, or three-family dwelling and townhouse structures	No minimum	No minimum
Apartment building	1.5 spaces per dwelling unit	0.10 spaces per dwelling unit

Use	Minimum Number of Long-Term Bicycle Parking Spaces	Minimum Number of Short-Term Bicycle Parking Spaces
Assisted living residence	0.5 spaces per dwelling unit	0.05 spaces per dwelling unit
Single-room occupancy building	1 space per dwelling unit	0.10 spaces per dwelling unit
Group home	0.5 spaces per bed	0.05 spaces per bed
Business or Industrial Use		
Auto sales, similar retail and service establishments with extensive display areas that are unusually extensive in relation to customer traffic	0.08 spaces per 1,000 sq. ft. of gross floor area	0.06 spaces per 1,000 sq. ft. of gross floor area
Hotel/motel	0.02 spaces per sleeping room	0.05 spaces per sleeping room
Other retail or service use	0.10 spaces per 1,000 sq. ft. of gross floor area	0.60 spaces per 1,000 sq. ft. of gross floor area
Office, business or professional	0.30 spaces per 1,000 sq. ft. of gross floor area	0.50 spaces per 1,000 sq. ft. of gross floor area
Wholesale business and storage	0.80 spaces per 1,000 sq. ft. of gross floor area	0.60 spaces per 1,000 sq. ft. of gross floor area
Manufacturing, Light	0.80 spaces per 1,000 sq. ft. of gross floor area	0.60 spaces per 1,000 sq. ft. of gross floor area
Office, medical or clinic	0.30 spaces per 1,000 sq. ft. of gross floor area	0.50 spaces per 1,000 sq. ft. of gross floor area
Institutional, Educational Use		
Hospital	0.20 spaces per 1,000 sq. ft. of gross floor area	0.10 spaces per 1,000 sq. ft. of gross floor area
Nursing home	0.5 spaces per bed	0.05 spaces per bed
Non-exempt educational use	0.30 spaces per classroom or 0.015 spaces per auditorium seat, whichever is greater	1.70 spaces per classroom or 0.085 spaces per auditorium seat, whichever is greater
Other school	0.30 spaces per classroom or 0.015 spaces per auditorium seat, whichever is greater	1.70 spaces per classroom or 0.085 spaces per auditorium seat, whichever is greater
Public, Recreational or Entertainment		
Municipal facility	0.30 spaces per 1,000 sq. ft. of gross floor area	0.50 spaces per 1,000 sq. ft. of gross floor area
Indoor Motion Picture Theater, restaurant, gymnasium, auditorium or similar place of public assembly with seating facilities	0.20 spaces per 1,000 sq. ft. of gross floor area	1 space per 1,000 sq. ft. of gross floor area
Health club or indoor athletic facility	0.10 spaces per 1,000 sq. ft. of gross floor area	1 space per 1,000 sq. ft. of gross floor area

Use	Minimum Number of Long-Term Bicycle Parking Spaces	Minimum Number of Short-Term Bicycle Parking Spaces
Utility, Transportation, Communications		
Public utility	0.08 spaces per 1,000 sq. ft. of gross floor area	0.06 spaces per 1,000 sq. ft. of gross floor area
Transportation terminal	0.08 spaces per 1,000 sq. ft. of gross floor area	0.06 spaces per 1,000 sq. ft. of gross floor area
Other Uses		
Mixed-use	Sum of uses computed separately	Sum of uses computed separately
Any other use permitted in this Bylaw	Closest similar use as shall be interpreted to be covered by this table, as determined by the Building Inspector	Closest similar use as shall be interpreted to be covered by this table, as determined by the Building Inspector

**5. The general requirements for bicycle parking shall be:**

- a. A bicycle rack or bicycle storage fixture or structure shall accommodate a bicycle at least six feet in length and two feet wide;
- b. Bicycle racks or storage fixtures must be secured against theft by attachment to a permanent surface;
- c. Bicycle parking apparatus shall be installed in a manner that will not obstruct pedestrian or motor vehicle traffic;
- d. To the extent feasible, bicycle parking shall be separated from motor vehicle parking to minimize the possibility of bicycle or auto damage; and
- e. Bike racks or posts shall be capable of securing a standard bicycle frame and one wheel using a common U-type security lock without the need to remove either wheel. Bicycle racks designed to hold a bicycle by its front wheel alone shall not be considered to meet the bicycle parking requirements of this Section.

**6. Bicycle parking designed in the following manner shall not be permitted, unless otherwise allowed by the Special Permit Granting Authority upon a finding of unusual circumstances unique to the property:**

- f. Storage that requires bicycles to be lying down or requiring a kickstand to remain upright;
- g. Bicycles that must be hung with one or both wheels suspended in the air; or



- h. Bicycles that must be lifted off of the ground or floor without any physical assistance.
- 7. The location of bicycle parking spaces shall comply with the following requirements:
  - i. Short-term bicycle parking shall be located within 50 feet of the main entrance of a building or no further away than the nearest off-street parking space, whichever is closer, with appropriate signage leading to the bicycle parking if not visible from the main entrance;
  - j. Long-term bicycle parking shall be provided within the building containing the use that it is intended to serve, or within a structure that is no more than 200 feet from the main entrance of a building. Bicycle parking serving multiple uses or buildings may be pooled into a single secure area, enclosure, or facility;
  - k. Bicycle parking must not require lifting bicycles off the floor or carrying bicycles up or down any steps or stairs; and
  - l. While requirements in this Section shall not be satisfied within individual residential dwelling units, residents may bring bicycles into their individual dwelling unit for storage.
- 8. The requirements of this Section may be reduced as follows after a finding of the Special Permit Granting Authority that the characteristics of the use, structure, or facility makes the use of bicycles unlikely or would substantially reduce the use of bicycles:
  - m. For non-residential uses, up to twenty percent of the required long-term bicycle parking spaces or four spaces, whichever is greater, may be converted to short-term bicycle parking spaces; and
  - n. For residential uses requiring six long-term bicycle parking spaces or fewer, the long-term bicycle parking spaces may be designed to meet the requirements for short-term bicycle parking spaces, so long as the bicycle parking spaces are covered to be protected from precipitation, are in a secure area, and are located on the same lot as the residential uses they serve.

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## **APPENDIX B:**

### **Signage Recommendations**





D4-3

BICYCLE PARKING

Standard bicycle parking signage as recommended by the Manual on Uniform Traffic Control Devices (MUTCD). Image: MUTCD.

## Appendix B: Signage Recommendations

The Manual on Uniform Traffic Control Devices (MUTCD) defines the standards used by road managers nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and private roads open to travel. MUTCD specifies the following requirements for signage regarding bicycle parking facilities:



D4-3

Sign or plaque	Sign designation	Section	Shared-use path	Roadway
Bicycle Parking Area	D4-3	9B.23	12x18"	12x18"

Source: MUTCD Table 9B-1. Bicycle Facility Sign and Plaque Minimum Sizes (page 792 in the 2009 Edition of the MUTCD).

### Section 9B.23 Bicycle Parking Area Sign (D4-3)

#### Option:

- 01 The Bicycle Parking Area (D4-3) sign (see Figure 9B-4) may be installed where it is desirable to show the direction to a designated bicycle parking area. The arrow may be reversed as appropriate.

#### Standard:

- 02 The legend and border of the Bicycle Parking Area sign shall be green on a retroreflectorized white background.

Specific dimensional requirements for the sign are noted in the large graphic at left (page 42).

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## **APPENDIX C:**

### **Sources**

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## Sources

<b>Page 14</b>	Philafrenzy, "Car shaped bicycle rack in Earlham Street" (CC-BY-SA-4.0) via Wikimedia Commons. <a href="https://commons.wikimedia.org/wiki/File:Car_shaped_bicycle_rack_in_Earlham_Street.jpg">https://commons.wikimedia.org/wiki/File:Car_shaped_bicycle_rack_in_Earlham_Street.jpg</a>
<b>Page 15</b>	Kristian Ovaska, "StolenBike-FrontWheel.jpg" (CC-BY-SA-2.5) via Wikimedia Commons. <a href="https://commons.wikimedia.org/wiki/File:StolenBike-FrontWheel.jpg">https://commons.wikimedia.org/wiki/File:StolenBike-FrontWheel.jpg</a>  City of Toronto, "Toronto: Secure Bicycle Parking at Union Station" (CC-BY-2.0) via flickr. <a href="https://www.flickr.com/photos/cityoftoronto/25764322947">https://www.flickr.com/photos/cityoftoronto/25764322947</a>
<b>Page 16</b>	Association of Pedestrian and Bicycle Professionals (APBP), "Essentials of Bike Parking." 2017.
<b>Page 24</b>	Keara Mehlert, Arlington Transportation Partners.com, a program of Arlington County, Virginia. "Secured Covered Resident Bike Parking-2.jpg", from <i>Bicycle Amenities: How Does Your Residential Building Compare?</i> <a href="https://blog.arlingtontransportationpartners.com/hs-fs/hubfs/Imported_Blog_Media/Secured_Covered_Resident_Bike_Parking-2.jpg">https://blog.arlingtontransportationpartners.com/hs-fs/hubfs/Imported_Blog_Media/Secured_Covered_Resident_Bike_Parking-2.jpg</a>
<b>Page 25</b>	David Chase, "Arlington-side bike cage" (BY-NC-SA-2.0) via flickr. <a href="https://www.flickr.com/photos/dr2chase/15196992589">https://www.flickr.com/photos/dr2chase/15196992589</a>
<b>Page 26</b>	Andrew Owens, "Armada station bike shelter.jpg" (CC-BY-SA-4.0) via Wikimedia Commons. <a href="https://commons.wikimedia.org/wiki/File:Armada_station_bike_shelter.jpg">https://commons.wikimedia.org/wiki/File:Armada_station_bike_shelter.jpg</a>
<b>Page 27</b>	rumrunn6, "Acton (MA) bike lockers" via bikeforums.net. <a href="https://www.bikeforums.net/general-cycling-discussion/1147732-new-bike-parking.html">https://www.bikeforums.net/general-cycling-discussion/1147732-new-bike-parking.html</a>  Megan Ann, "bike lockers (or late night crash pads)" (CC-BY-2.0), via flickr. <a href="https://www.flickr.com/photos/chainsawpanda/158671113">https://www.flickr.com/photos/chainsawpanda/158671113</a>
<b>Page 30</b>	Sarah Mirk, "Bike parking at professional sports game.jpg" (CC0-1.0), via Wikimedia Commons. <a href="https://commons.wikimedia.org/wiki/File:Bike_parking_at_professional_sports_game.jpg">https://commons.wikimedia.org/wiki/File:Bike_parking_at_professional_sports_game.jpg</a>
<b>Page 43</b>	Federal Highway Administration, "Manual on Uniform Traffic Control Devices for Streets and Highways: 2009 Edition with Revision Numbers 1 and 2 incorporated", May, 2012. <a href="https://mutcd.fhwa.dot.gov/pdfs/2009r1r2/mutcd2009r1r2edition.pdf">https://mutcd.fhwa.dot.gov/pdfs/2009r1r2/mutcd2009r1r2edition.pdf</a>
<b>Dimensional Reference</b>	District Department of Transportation, "DDOT Bike Parking Guide," October 16, 2018. <a href="https://ddot.dc.gov/publication/bike-parking-guide">https://ddot.dc.gov/publication/bike-parking-guide</a>





**ARLINGTON DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT**

730 Massachusetts Avenue, Arlington, MA 02476 | 781-316-3000  
[arlingtonma.gov/planning](http://arlingtonma.gov/planning)



## Town of Arlington, Massachusetts

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### ARB 2020 Meeting Schedule

#### Summary:

- 9:10 p.m. -  
9:15 p.m.
- Board members will review minutes and may vote to approve schedule

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_5_-_Draft_2020_Meeting_Schedule.pdf	Draft 2020 Meeting Schedule



## ARLINGTON REDEVELOPMENT BOARD

TOWN HALL ARLINGTON, MASSACHUSETTS 02476

TELEPHONE 781-316-3090

### 2020 Meeting Schedule

(Generated 10/28/19)

In general, the ARB meets on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of the month, in the Town Hall Annex, 2<sup>nd</sup> floor conference room, at 7:30 pm. Monday holidays or other events may cause a change in the schedule. If there are no pressing agenda items meetings may be cancelled.

January 6, 2020  
January 27, 2020  
February 3, 2020  
February 24, 2020  
March 2, 2020  
March 16, 2020  
April 6, 2020  
April 27, 2020 at 7:00 p.m. (first night of ATM)  
May 4, 2020 at 7:00 p.m. (ATM in session)  
May 18, 2020  
June 1, 2020  
June 15, 2020  
July 6, 2020  
July 20, 2020  
August 3, 2020  
August 17, 2020  
September 14, 2020  
October 5, 2020  
October 16, 2020  
November 2, 2020  
November 16, 2020  
December 7, 2020  
December 21, 2020





## Town of Arlington, Massachusetts

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### Meeting Minutes (9/23, 10/7, 10/21)

#### Summary:

9:15 p.m. -  
9:25 p.m.

- Board members will review minutes and may vote to approve them

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	09232019_Draft_ARB_Minutes.pdf	09232019 Draft ARB Minutes
▢ Reference Material	10072019_Draft_ARB_Minutes.pdf	10072019 Draft ARB Minutes
▢ Reference Material	10212019_Draft_ARB_Minutes.pdf	10212019 Draft ARB Minutes

**Arlington Redevelopment Board**  
**Town Hall Annex, 2nd Floor Conference Room**  
**Monday, September 23, 2019**  
**Meeting Minutes**

This meeting was recorded by ACMi.

**PRESENT:** Andrew Bunnell (Chair), David Watson, Eugene Benson, Kin Lau, Rachel Zsemlery

**STAFF:** Jennifer Raitt, Director of Planning and Community Development

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The Chair called the meeting to order and notified all attending that the meeting is being recorded by ACMi.

The Chair thanked Don Seltzer for submitting his research for the Board to review. The Chair said that Mr. Seltzer will have time on the agenda to present his findings during the October 7, 2019 meeting.

The Chair then introduced the first agenda item, 19R Park Ave and 117 Broadway – review of final plans and specifications. The Chair introduced Pam Hallett, Executive Director of the Housing Corporation of Arlington, to present the projects. Ms. Hallett introduced Paul Warkentin from Davis Square Architects, who is the principal architect working on these projects. Ms. Hallett said that she is there to share the final drawings and specifications to be able to start construction in the fall. Mr. Warkentin reviewed the site plans for 19R Park Ave./Downing Square including lighting, landscaping, and access to the bikeway. Mr. Warkentin reviewed the updated plans for 117 Broadway including the landscaping and the building facade. Ms. Hallett said that 117 Broadway will have one tenant, Arlington Eats, which was formerly known as the Arlington Food Pantry. Mr. Lau asked about the types of windows and the plan to divide the entry between the front entrance and the corner. Mr. Warkentin said that they are two entries, including one on the corner. Ms. Raitt asked about the interior lighting and signage. Mr. Warkentin said that there is not a lot of signage planned at this moment. Ms. Hallett said that they usually do not have signage on the HCA's buildings. Ms. Hallett said that if they do decide to include signage they will submit their plans to the ARB. Ms. Zsemlery suggested leaving enough of a sign band in case there is a change to signage in the future.

Mr. Warkentin explained that they plan to have two bike storage systems; an exterior gated locked system and a hanging rack system. Mr. Watson said he appreciates the thought put into the bike parking. Since this project started there have been new bike parking regulations adopted by the Town. Mr. Watson said that the hanging bike system is explicitly not permitted by the new bike parking bylaw. Mr. Watson explained that this is a new regulation that was introduced after this project was submitted. Mr. Watson said that the Town also has a new regulation for the amount of bike parking that should be required. Mr. Watson asked about the plans for bike parking at Downing Square. Mr. Watson said he was going to suggest working with the Planning Department to get as close as possible to complying with the new bylaw. Mr. Warkentin explained that Downing Square will have two 8 foot units accessed from the outside, completely enclosed. Mr. Watson said that under the new guidelines, if they were applicable in this case, would require closer to 50 bike parking spaces. Mr. Warkentin said that they have capacity on the site for more exterior bike parking.

Ms. Zsemlery asked about the coloration of the façade on the Downing Square building. Ms. Zsemlery said that she likes the way the vertical elements are being used to break up the façade. Ms. Zsemlery asked if the shiplap bands would continue above to mimic the façade on the smaller building and to unify the two buildings. Mr. Lau pointed out that the design elements were different on the plans for both buildings.

Mr. Benson asked about adding street trees on Everett Street. Ms. Hallett and Mr. Warkentin said that there is not enough space on the existing sidewalk. The Chair said that there will be no new conditions added for these projects, but it would be very nice to have street trees. Ms. Raitt said that in upcoming conversations, Department staff and Housing Corporation of Arlington can discuss future street tree plantings. Mr. Lau said he is very happy that this project is moving ahead.

The Chair reminded everyone that this is not a public hearing but he opened the meeting so that those in attendance could ask questions.

Brian (last name not clear on recording) said that as recipient of assistance from the Housing Corporation of Arlington, he wanted to thank the Housing Corporation of Arlington for their work to bring forward these much-needed projects.

Steve Revilak said that he is looking forward to welcoming HCA to the neighborhood and said that the work that the Organization has done to provide affordable housing in Arlington is very commendable.

The Chair moved to approve special permit #3519, general condition #1 being met. Mr. Lau motioned to approve special permit #3519 general condition #1 being met, Mr. Watson seconded, all voted to approve 5-0.

The Chair moved to approve special permit #3520, general condition #1 being met. Mr. Watson motioned to approve, Ms. Zsembery seconded, all voted to approve 5-0.

The Chair introduced the second agenda item, Meeting Minutes for 8/12/19. The Chair moved to approve the 8/12/19 meeting minutes as amended, Mr. Lau motioned to approve the minutes as amended, Mr. Watson seconded, approved 4-0 (Mr. Benson abstained).

The Chair introduced the last agenda item, Open Forum. The Chair explained that the Board will take public comment at this time but will not make decisions on anything that comes before them during this period.

Steve Revilak said he wanted to review the results of the housing survey Envision Arlington conducted during Town Day. Mr. Revilak asked if it would be best to wait and present his results on 10/7/19, the same evening that the Town Manager is presenting. The Chair said that would be best to present Mr. Revilak's summary at the same meeting as it would be a better opportunity for a dialogue between more stakeholders in Town. The Chair asked Mr. Revilak to submit his documents for the Board to review and to be made part of the record for the 10/7/19 meeting.

Don Seltzer said he would like to comment regarding the "Heights Hotel" proposal and the Select Board hearing for a neighboring property where there are discussions about a potential liquor store. The Select Board asked the applicant for the liquor license to provide a traffic study. Mr. Seltzer said that he wanted to make the Redevelopment Board aware that both applicants have been asked to provide the same report. Mr. Seltzer asked if both applicants should be made aware that the Town is requesting both applicants to provide the same report. Ms. Raitt stated that her Department is aware and will be coordinating issuance of a report.

Mr. Watson thanked Mr. Seltzer for providing the information he prepared for the Board and for his participation in meetings and public hearings. The Chair thanked Mr. Seltzer for providing his documentation. The Chair said that he will give Mr. Seltzer the first opportunity to speak at the 10/7/19 meeting. The Chair said they would like to have more of a dialogue at the meeting about the process and what the end result might be.

The Chair moved to adjourn the meeting. Mr. Lau motioned to adjourn, Mr. Watson seconded, all voted to approve 5-0.

Meeting Adjourned

**Arlington Redevelopment Board**  
**Monday, October 7, 2019, 7:30 p.m.**  
**Town Hall Annex, 2nd Floor Conference Room**  
**Meeting Minutes**

This meeting was recorded by ACMi.

**PRESENT:** Andrew Bunnell (Chair), David Watson, Kin Lau, Rachel Zsemlery

**ABSENT:** Eugene Benson

**STAFF:** Jennifer Raitt, Director of Planning and Community Development and Erin Zwirko, Assistant Director

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The Chair called the meeting to order and notified all attending that the meeting is being recorded by ACMi.

The Chair notified everyone attending of the hearing updates for the evening's meeting. Docket 3348 - 833 Massachusetts: The applicant requested continuance to the November 4<sup>th</sup> meeting. Docket 3504 - 93 Broadway: the applicant withdrew without prejudice. Docket 3504 - 1207-1211 Mass. Ave. the applicant requested continuance to December 16<sup>th</sup>.

The Chair moved to continue the 833 Mass. Ave hearing until November 4<sup>th</sup>, Mr. Lau motioned to approve and Mr. Watson seconded, all voted in favor 4-0.

The Chair moved to continue the hearing for 1207-1211 Mass Ave, Docket #3504 until December 16<sup>th</sup>. Mr. Lau motioned to approve, Mr. Watson seconded, all voted in favor 4-0.

The Chair then introduced the first agenda item, Discussion with property owner of 833 Massachusetts Avenue. Mr. Annese, who represents property owner Mr. Noyes, introduced himself and Mr. Noyes. Mr. Annese acknowledged that there have been complaints filed with the Police Department about this property, known as the Atwood House. Mr. Annese explained that Mr. Noyes has not been in a position to do anything with the property until Mr. Noyes wrapped up his father's estate one month ago. Mr. Annese is meeting with architect, Monty French, and Mr. Noyes to assess the building. Mr. Annese said the structural engineer who inspected the building said that the building is in tough shape but he opines that the building is structurally okay. Mr. Annese will have his own structural engineer and architect assess the building to see if it is eligible for rehab instead of demolition. Mr. Annese said according to the 2009 ARB decision the client would have to come back in front of the ARB if Mr. Noyes considers taking down the building. Mr. Annese said according to the decision Mr. Noyes was told he could not tear down the building with 24 months of the decision being rendered. Mr. Annese said that his client is prepared to do what is needed to do but would like to conduct an additional structural inspection before moving forward. Mr. Annese said that his client is open to suggestions from the ARB.

The Chair and Mr. Lau thanked Mr. Noyes for coming to meet with the Board. Mr. Lau said it has been 10 years since the CVS project was approved. Mr. Lau said that the ARB would like to encourage Mr. Noyes to do something with the property which has been a nuisance and close to a school. Mr. Lau said the Board would like to help Mr. Noyes move this project along and feels that there are many opportunities for this property. Mr. Lau said that he toured the building with Inspectional Services and believes the structure of the building is in good shape. Mr. Lau asked Mr. Noyes to re-board the windows at the property while working with the ARB to resolve this issue. The Chair asked the Board if they had any other comments.

Chris Loreti, 25 Adams St. interjected and said that he thought this was a public hearing. The Chair explained that this is not a public hearing, the public hearing request is for CVS, and this agenda item is a separate issue regarding the same address. Mr. Loreti said that he hopes the Board has the original special permit for this property. Mr. Loreti said he was on the Redevelopment Board at the time of the initial decision and there was



a clear intent to maintain the house. Mr. Loreti said the ARB would not even consider tearing down the house at the time of that decision.

The Chair explained that the meeting was running a little early and the Town Manager will arrive precisely at 8:00PM for his presentation. The Chair then introduced agenda item 3, Meeting Minutes (9/9) while waiting for the Town Manager to arrive. The Chair moved to approve, Mr. Lau motioned to approve meeting minutes for 9/9/19, Mr. Watson seconded, all voted in favor 4-0.

The Chair called a brief recess for approximately 10 minutes before introducing the next agenda item.

When the meeting resumed the Chair introduced the second agenda item, Presentation: Housing in Arlington. The Chair thanked the Town Manager, Adam Chapdelaine, and Ms. Raitt for presenting. The Chair acknowledged that the Town Manager has limited time to present this evening so he said he would allow brief comments of 3 minutes per person after the presentation. Ms. Raitt thanked Mr. Chapdelaine for his time and the Board for their attention to this issue by continuing the conversation and dialogue throughout the community. Mr. Chapdelaine said that he presented this information to the Select Board over the summer and would like this presentation to be a launching pad for a broader community discussion about why these housing issues are important in Arlington.

Mr. Chapdelaine gave an overview of the housing crisis in Arlington, and the region, how residents are experiencing issues where housing demand is far out pacing supply. Many households are struggling with affordability, and are cost burdened, especially those on the lower end of the income bracket. Cost burdened is defined as spending more than 30% on housing, those severely cost burdened are spending upwards of 50% of their income on housing, including many renters. Projections show the housing problem continuing, and by 2030 many more units are needed to meet demand. Arlington is an economically diverse community and affordability in housing is needed to maintain that economic diversity. One in three Arlington residents spend more than 30% of their income on housing, many low-income seniors spend an even higher portion of their income on housing costs. Housing pricing is rising faster than income and we have an affordability challenge. Rental units in Arlington that have been converted to condos were formerly mostly apartments and two family houses. From a tax base perspective that is good, but it is likely these apartments are moving from being somewhat affordable, or naturally occurring affordable housing, to luxury condos. Conversion is happening pretty rapidly in Arlington and we are losing affordable housing stock. Arlington has support from the Select Board and the ARB supporting the Housing Corporation of Arlington creating 57 new affordable housing units at Downing Square and Broadway. The Select Board also supports the allocation of CDBG, CPA, and HOME funding for affordable unit production and preservation, mainly thanks to Ms. Raitt and her department. The Town supports the Weatherization program which is helping residents to make their homes more energy efficient to reduce housing costs. The Town is working with the HCA and Arlington Housing Authority to maintain affordable housing in the community, maintain the subsidized housing inventory, and the implementation of the Master Plan and the Housing Production Plan.

Mr. Chapdelaine said efforts of the Metro Mayors Coalition, which represents 1.4 million residents in the region, include a goal of producing 185,000 units by 2030. Boston has set a goal to produce 69,000 units by 2030 and Somerville has also set a goal. In order for the Coalition to meet their goal proportionally Arlington would have to produce 7,000 new units by 2030, but that is not how this regional housing partnership is working. Communities have been asked to have dialogues to set a goal. This is a collaborative effort acknowledging an issue in the region with every community trying to do its share. Solutions are all about zoning, including potential changes to the inclusionary zoning bylaw, housing creation along the commercial corridors, and accessory dwelling units, with potential age and family restrictions. With anything regarding

housing we also take into account stormwater and climate resiliency. We also would consider displacement protection issues while we to think about options. Next steps include scheduling a joint ARB and Select Board meeting to talk about these issues and agree on a path forward together. Through public engagement the goal is to put together strategies that the Town would like to pursue. The plan is to bring forward recommendations by next fall after a broad community dialogue.

The Chair introduced Don Seltzer who has prepared information to present to the board. Mr. Seltzer reviewed his presentation, Housing in Arlington, Arlington's needs vs. Regional Demands. Mr. Seltzer said with the MMC goal of 185,000, excluding Boston, that leaves 14 communities that are expected to increase housing by 116,000 units, based on currently housing of 338,000 units. Mr. Seltzer said that Arlington would increase by 6,800 units and asked where would we put them? Mr. Seltzer said the first question should be what would be the impact of such a population increase on our town's infrastructure, particularly transportation and schools. Mr. Seltzer suggested that the Metro Mayor's Coalition ask the 5 cities that are less dense than Arlington to build out to Arlington's present density. Arlington is lacking affordable housing and Arlington needs to address its shrinking commercial base. The cost to educate the 40 children who reside in Brigham Square is \$580,000 and the current property taxes are \$470,000 from this property. Mr. Seltzer's suggestions include amendments to inclusionary zoning bylaw to eliminate loop-holes in the current bylaw and increase the percentage of affordable units. Revisit the ideas that were proposed in Town Meeting this spring. Protect existing residents and businesses from displacement. Ensure against the loss of commercial base. Bring the Residential Study Group back to review accessory dwelling units again. Stormwater and climate resiliency improvements to preserve landscaped open space from redevelopment. Change "no worse than before" rule to a minimum standard. Mr. Lau asked about Mr. Seltzer's density study slide, Mr. Lau asked if the housing density slide per square mile of land took parks and open spaces into account. Mr. Lau said that if the parks were removed from the amount of land included in the density calculation.

The Chair thanked Mr. Seltzer for his presentation and introduced Steve Revilak, the next Arlington resident to present.

Mr. Revilak presented the collaborative housing survey conducted by Envision Arlington, during Town Day. The top tier concerns were housing affordability and social justice. The people who participated were most concerned about housing costs. Some suggestions included bringing back rent control and keeping older, naturally occurring affordable, apartment buildings. Other concerns were displacement, traffic congestion, and regional housing demands. Mr. Revilak said that this is the start of a very long conversation. Mr. Watson thanked all of the presenters and the Town Manager for recognizing that the Town needs solutions that work for Arlington. Mr. Watson said he hopes the Town will find unique solutions that work well for Arlington to optimize the space and opportunity that we have and are supported by citizens of the town.

The Chair introduced the next presenter, Barbara Thornton. Ms. Thornton said she hoped the Board members would be bold and look beyond Massachusetts for solutions, and as members of a region, to work to solve these regional issues. Ms. Thornton gave examples from a book written by David Rusk. Ms. Thornton said what works is a broader governance that works together, like the regional coalition. Ms. Thornton said she agrees with Mr. Seltzer about the importance of the Town not having a strong commercial tax base. One of the examples is the Minnesota fiscal disparities plan where commercial tax base from richer communities is redistributed to areas with a lower commercial tax base. Ms. Thornton said Arlington needs to find their role and responsibility, and what Arlington's part should be as part of the region. Mr. Watson asked if the commercial tax redistribution example was within functioning counties. Ms. Thornton said that they probably have counties but it does not need to be limited to counties, but can be a group of municipalities working together. Mr. Watson asked Mr. Chapdelaine if that is something that the Metro Mayor's Coalition has

discussed. Mr. Chapdelaine said that would be a challenge politically. Mr. Chapdelaine said there should be some model, but is not sure if there should be a direct community to community model or a more overall progressive structure. The inequities of prop 2 ½ in terms of communities with large commercial bases versus those that do not should be scrutinized. Ms. Zsembery said she appreciates bringing up the opportunity to perhaps extract some of the wealth we have within the growing commercial base.

Patricia Worden was next to present. Ms. Worden said the only housing needed in Arlington is affordable and some elderly housing, according to available information including the Arlington Master Plan. Leverage funds that can be accessed to purchase existing buildings and residences for renovations including CPA, CDBG, Federal HOME funds, and others. Ms. Worden said that this strategy will work even better if the Town establishes an Affordable Housing Trust Fund, increased linkage fees for developers, and a real estate transfer tax. The exclusionary Zoning Bylaw helps but needs to counteract developers gaining that system. The ARB might be able, hopefully, to be better able to protect housing like the Atwood House for use as affordable housing. Arlington needs more commerce and business. We should not change zoning to enable more market rate and luxury residential units costing more in services, like schools, than they bring in. Arlington's residential real estate tax revenue is 94.4% of tax revenue, which is the highest of all neighboring communities. Arlington's non-residential share is only 5.6%. Boston's non-residential tax base is more than 9 times higher than Arlington's non-residential base. Ms. Worden said we cannot burden Arlington residential tax payers further to provide housing for wealthier municipalities. 39% of Arlington residents are renters who spend an average of 30% of their income on rent. Rent in Arlington, on average, is less than neighboring communities. If there is massive new construction of mixed use buildings in Arlington many renters that cannot afford newly constructed units may be displaced or evicted. In Boston evictions have reached up to 43 per day. Arlington's AHA and HCA would be overwhelmed with an increase of possible hundreds of families displaced and facing homelessness.

The Chair introduced Jennifer Seuss, Ms. Seuss stated that when looking at the cost of schools we have to be intellectually honest. We cannot talk about the average cost of education per student we have to consider the cost for next year. Considering the enrollment growth factor, next year the cost will be up to 50%, about \$7,000.00 per additional student. Jennifer said she is supporting additional housing because of the effects on schools. She is afraid of the current trends where people may start to move to Arlington with toddlers and move out of Arlington when their children go to college. With the loss of housing diversity, younger people, who typically don't have kids in the school system, cannot afford to rent in Arlington. There has been a decrease in younger residents under the age of 34 and the number of residents over the age of 65 is also decreasing. There also have to be opportunities to downsize. There is very little smaller, affordable housing available in Arlington.

Patrick Hanlon was next to present. Mr. Hanlon said he is pleased with the open and thoughtful conversation during this meeting. This is an opportunity to look objectively at the housing crisis, lack of diversity in housing, and lack of affordable housing. Mr. Hanlon said he realized that eventually he will be looking to down-size to a residence with only one floor and there is not much supply in Arlington. Diversity of housing options is needed going forward. Mr. Hanlon suggested going back and thinking about Arlington's goal and how to go about reaching that goal. Mr. Hanlon said he looks forward to the ARB working with the Select Board to take on the housing issue in a comprehensive way. Questions to be addressed are: how would potential solutions affect housing production? We have to think about the financial implications on the Town. Environmental considerations, with increased housing prices people move further out and then commute into Boston and many of the most congested routes travel near Arlington. We need to find solutions to the housing and environmental conflict.

Mr. Loreti asked Mr. Chapdelaine about a slide from the Metro Mayor's Coalition that shows that housing demand follows job growth. Mr. Loreti asked Mr. Chapdelaine if the Metro Mayors Coalition has looked into reducing job growth in the area. Mr. Chapdelaine said that he is not aware of any such discussions. Mr. Loreti said elected politicians will never say that we do not need new jobs when there are other areas that could benefit from the job and housing growth. Mr. Loreti also asked about increased tax revenue that the new development brings. Mr. Loreti said that the Town can build its way out of spending problems and will help elevate budget overrides. Mr. Chapdelaine said after looking at many models, there is no amount of commercial, housing growth, or budget cuts that takes Arlington out of its fiscal challenges.

The Chair closed the housing portion of the meeting and thanked the Town Manager and the presenters for coming to the meeting. The Chair said that he is looking forward to constructive solutions as this dialogue continues.

The Chair then introduced the next Agenda item, appointment of Arlington Heights Neighborhood Action Plan Implementation Committee. The Chair asked the nominees to introduce themselves. Jason Forney said he loves his neighborhood in the Heights but there are opportunities for improvements through planning. Mr. Forney said he is an architect interested in using his professional skills to contribute to the implementation part of the plan. Rob Davison said he also lives in the Heights, and has lived in Arlington for most of his life. Mr. Davison is a corporate creative director and a visiting faculty member at the Mass. College of Art and Design. Mr. Davidson said that there are many opportunities for improvements in the Heights business district. Ms. Raitt said there was a lot of interest in this committee. Ms. Raitt hopes the other committee candidates stay engaged. There will be an upcoming community engagement event that this committee will plan. The Heights plan was being developed while also preparing for this past spring Town Meeting. The proposed zoning issues are not being pursued. The hope is that the committee will explore opportunities for place-making, business development, and business creation as well as thinking about the other zoning recommendations for the Heights. This committee is a result of the Arlington Heights neighbors that came together and encouraged the Town to address a range of issues, primarily in the business district in the Heights. Support Arlington Heights formed and led to a 100 person meeting two years ago.

The Chair moved to appoint this slate of people including, Jason Forney and Robert Davison, to the Arlington Heights Neighborhood Action Plan Implementation Committee, Ms. Zsembery moved to approve, Mr. Watson seconded, all voted to approve 4-0.

The Chair asked the Board if they would like to designate a member of the Board to the Arlington Heights Neighborhood Action Plan Implementation Committee. Mr. Lau nominated Ms. Zsembery and Ms. Zsembery said she would be happy to serve on the committee. The Chair moved to nominate Ms. Zsembery to serve on the Arlington Heights Neighborhood Action Plan Implementation Committee, Mr. Lau motioned to accept, Mr. Watson seconded, the Board voted 3-0 to approve (Ms. Zsembery abstained).

The Chair then introduced the last agenda item, Open Forum. Mr. Loreti asked the Board what their policy was regarding posting correspondence received. Mr. Loreti said he expects any correspondence received would be posted even if it does not have a corresponding agenda item. Mr. Loreti asked to make the policy clear on the Board's website.

Mr. Lau motioned to adjourn, The Chair seconded, all voted in favor 4-0.  
Meeting adjourned.



**Arlington Redevelopment Board**  
**Monday, October 21, 2019, 7:30 PM**  
**Town Hall Annex,**  
**2nd Floor Conference Room**  
**Meeting Minutes**

This meeting was recorded by ACMi.

**PRESENT:** Andrew Bunnell (Chair), Eugene Benson, David Watson, Kin Lau, Rachel Zsembery

**STAFF:** Jennifer Raitt, Director of Planning and Community Development and Erin Zwirko, Assistant Director

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The Chair called the meeting to order and notified all attending that the meeting is being recorded by ACMi.

The Chair introduced the first agenda item, EDR Special Permit extension requests for Docket 3519, 19R Park Ave and Docket 3520, 117 Broadway by Housing Corporation of Arlington. Pam Hallett, the Executive Director of the Housing Corporation of Arlington, introduced herself and said she would like to request an extension. She is working on the property closings that are scheduled for late November. Mr. Watson said he supports the projects and wants to make sure that this extension is handled correctly procedurally. Mr. Watson said he was looking at the Zoning Bylaw 3.3.5B, which talks about granting extensions for good cause. Mr. Watson asked if there was a standard to consider. Ms. Raitt said that during recodification citations for these bylaws were taken directly from Massachusetts General Law c.40A, but there is not a clear understanding of what is considered just cause, just cause is actually in quotes. Ms. Raitt said there is not a particular standard and the ARB is not required to make a determination of what constitutes a just cause. The ARB can make a determination based on the circumstances presented this evening, the applicant's request letter, and any additional information provided by the applicant. Mr. Benson asked to have on the record what is the good cause for needing the 6-month extension, as described in Ms. Hallett's letter, and the good cause for not pulling a building permit in the 3 years since the permit was granted. Ms. Hallett said that all permits had to be in place before the HCA could apply to the State for funding. The HCA's first two applications were turned down so before submitting a third application, Ms. Hallett worked to provide proof that the HCA had 3 million dollars committed locally. Mr. Benson summarized that it took the HCA three years to secure funding and without the state funding the project could not be completed. Ms. Hallett said that was correct, the HCA could not complete the project without the 9% Low Income Housing Tax Credits from the State.

The Chair moved to approve the extension of Special Permit #3519 for 19R Park Ave. for 6 months from December 5, 2019. Mr. Lau moved to approve, Mr. Watson seconded, all voted in favor 5-0.

The Chair moved to approve the extension of Special Permit #3520 for 117 Broadway for 6 months from December 5, 2019. Mr. Lau moved to approve, Mr. Watson seconded, all voted in favor 5-0.

The Chair introduced the second agenda item, Open Forum, and opened the floor for comments from members of the public.

Don Seltzer said the meeting 2 weeks ago, where the housing situation was discussed from different points of view, was a very good meeting. Mr. Seltzer said that the Town Manager spoke about the meeting as the first step in broader community involvement going forward. Mr. Seltzer said that most people left the meeting with a very good feeling, but unfortunately that did not last

very long. Mr. Seltzer said the first action of the next step forward turned out to be killing off the Residential Study Group the very next day. Mr. Seltzer said he is extremely disappointed in those Town officials who took this ill-considered unilateral action. Mr. Seltzer said he feels this was taking two steps backward from where they were.

There were no other comments from members of the public so the Chair asked the Board if they had any items to discuss.

Ms. Raitt said that there is a community planning workshop with MIT practicum student group who are working on the Broadway Corridor project on October 28th. The students will also be presenting for the Redevelopment Board on December 4<sup>th</sup> to share their final presentation.

Mr. Lau motioned to adjourn the meeting, Mr. Benson seconded, all voted in favor 5-0.  
Meeting Adjourned.

DRAFT



## Town of Arlington, Massachusetts

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### Correspondence received:

#### Summary:

Correspondence received from John Worden 102719 regarding The Atwood House, with attachments

Attachment A - Guest commentary Atwood April 29, 2010

Attachment B - ltr Byrne 2-5-16

Attachment C - Memo to ARB 7-22-10

Attachment D - The Atwood House art ii 2010

#### ATTACHMENTS:

Type	File Name	Description
Reference Material	Correspondence_received_from_John_Worden_102719__The_Atwood_House.pdf	Correspondence received from John Worden 102719 The Atwood House
Reference Material	Guest_commentary_Atwood_Apr_29__2010_jlw.pdf	Correspondence received from John Worden - Guest commentary: CVS and the Atwood House
Reference Material	ltr_Byrne_2-5-16.pdf	Correspondence received from John Worden - ltr Byrne 2-5-16
Reference Material	Memo_to_ARB_7-22-10.pdf	Correspondence received from John Worden - Memo to ARB 7-22-10
Reference Material	The_Atwood_House_art_ii_2010.pdf	Correspondence from John Worden - The Atwood House art ii 2010

**From:** "jworden@swwalaw.com" <jworden@swwalaw.com>  
**To:** ABunnell@town.arlington.ma.us, KLau@town.arlington.ma.us, EBenson@town.arlington.ma.us, DWatson@town.arlington.ma.us, rzsemlery@town.arlington.ma.us  
**Cc:** jraitt@town.arlington.ma.us  
**Date:** 10/27/2019 05:00 PM  
**Subject:** The Atwood House

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Dear Board Members & Ms. Raitt:

Since none of you were involved when the CVS project was approved in 2009, and it is now before you for a long delayed resolution of those parts of the permit that have been ignored by the property owner for the past decade, I am transmitting herewith some documents about the background of the situation.

I assume that you have all reviewed the original 2009 permit, but the sections relevant to the Atwood House are quoted in the attachments.

These documents are as follows, the first three being from 2010, and the last one from 2016:

1. A guest column in the *Advocate*;
2. A second column with more historical information;
3. A letter to the Board; and
4. A letter to the Building Inspector about continued violation of the permit and the law.



I trust that the foregoing information will be useful as you consider at your public hearing on November 4, the current requests of the owner and his attorney, and your Board's own prior commitment to preservation.

John L. Worden III

**Attachments:**

File: <a href="#">Guest commentary Atwood Apr 29, 2010 jlw.doc</a>	Size: 31k	Content Type: application/msword
File: <a href="#">The Atwood House art ii 2010.doc</a>	Size: 29k	Content Type: application/msword
File: <a href="#">Memo to ARB 7-22-10.doc</a>	Size: 63k	Content Type: application/msword
File: <a href="#">ltr Byrne 2-5-16.doc</a>	Size: 85k	Content Type: application/msword

## **Guest commentary: CVS and the Atwood House**

Next

**By John L. Worden III**

Posted Apr 29, 2010 at 12:01 AM Updated Apr 29, 2010 at 4:12 PM

Guest commentary by John L. Worden III

In the past few days, several people have asked me about the CVS building being built at the site of the former Buick dealership on Massachusetts Avenue, between the high school and the Baptist church. Why is it so big? Why is it so close to the street? Why is such a big building being made of wood rather than masonry? Why is it progressing rapidly while the historic Atwood House appears neglected and abandoned? What about the promised affordable units in the Atwood House?

The answers, to some extent, can be found in the permit of the Arlington Redevelopment Board (ARB), issued about a year ago. Since I attended many of the hearings prior to that decision, I do know something about the project.

The size and shape came out of the process that led to the ARB decision. Originally, CVS wanted to build a typical suburban brick box, centered in a sea of asphalt, and to tear down the Atwood house, replacing it with an ATM kiosk. The ARB and the public objected strongly to these concepts — in fact, our present planning director, Carol Kowalski, speaking as a resident and prior to her present appointment, made a particularly good presentation of more suitable designs which CVS had erected in other communities.

The ARB's preference is for new commercial development to have the "street face" pretty much directly on the street, as is the case with most of the storefronts in the commercial nodes, so as to avoid parking right along the sidewalk. In this case, it would have been better set back a bit with grass and landscaping between the building and the sidewalk.

One of the only redeeming factors about the project was that the Atwood House would be preserved and redeveloped as much needed affordable housing — real affordable housing where all units have below market rents, rather than the 40B type where only 25 percent are "affordable." The Housing Corporation of Arlington (HCA) prepared preliminary plans, which included an extension to the rear, and provision was made for ten parking spaces behind the house, which would be accessed from the left (or west) of the CVS store.

The ARB's permit contains several pertinent references. For example: "The Atwood House is to remain. It is important that the current design retains the Atwood House in its current location on the site ... The Atwood House, and the current design of the CVS building itself present an appropriate streetscape for this part of Mass. Ave. in this area." (Pages 4-5). "The Atwood House

is listed as a significant building under Arlington By Laws, as is the Baptist Church next door. The applicant has stated that the Atwood House will be retained on the site, and the proposed plan reflects that.” (Page 7). “The retention of the Atwood House and the siting of the CVS building near the sidewalk have improved the presence the development makes on the avenue.” (Page 8). “The Atwood House shall remain at its present location on the site.” (Page 10).

But on that same page 10 comes this wrenching statement: “No requests to move or demolish the house by amending this special permit will be made within 24 months of the date of the issuance of this permit.” Nowhere in the foregoing nine pages of the permit is there any reference to demolition or moving — this phrase seems to have come out of thin air.

HCA is prepared and committed to going ahead with the conversion of the Atwood House for affordable housing in an historically appropriate manner. Since the land is being leased rather than sold, they need a land lease — at a nominal price, which would provide a nice charitable deduction for the Noyes property owners — for a substantial period in order to justify the investment they are prepared to make and to satisfy perpetuity requirements. However, the developer has made no moves toward the promised restoration.

The ARB retains jurisdiction over the project. They should immediately amend the permit to require redevelopment of the Atwood House to proceed simultaneously with the CVS construction, with no occupancy permit being given for the latter until the former is also complete. In that way, the promises of the developer and the decision of the ARB will be honored, the developer will get a charitable deduction, and the town will get some affordable housing units in a restored historic house — what some call a “win-win-win” solution.

**27 JASON STREET  
ARLINGTON, MASSACHUSETTS 02476**

TELEPHONE (781) 646-8303

[JWORDEN@SWWALAW.COM](mailto:JWORDEN@SWWALAW.COM)

February 6, 2016

Mr. Michael Byrne, Director of Inspectional Services  
51 Grove Street  
Arlington, Massachusetts 02476

Atwood House

Dear Michael,

It has come to my attention that several windows of the Atwood House – the historic building adjacent to the new CVS store – have been boarded up. Since this has persisted for far longer than seven days, it would seem to be in violation of the By-Laws, Title V, Article 7.

I recall, and perhaps you do too, when Town Meeting amended the By-Laws to add this provision. There was a lot of concern about the unfortunate aspect that boarded-up buildings created, particularly along major thoroughfares, and it is mandated that this should only be done temporarily and for the most serious reasons.

If the boarding-up is under one of the exceptions to that provision, then it would seem to be a change in the building, which, under the EDR permit for the CVS store would require application to the Historical Commission and/or a reopening of the hearing by the Arlington Redevelopment Board for an application to amend the permit. Boarded-up windows are certainly not the “present condition” required by the permit.

Here are the relevant paragraphs from the Redevelopment Board’s Decision of April 13, 2009, regarding the development of the CVS store on the former Hodgden-Noyes automobile dealership (Docket No. 3348)

**EDR-10 Heritage: with respect to Arlington’s heritage, removal or disruption of historic, traditional, or significant uses, structures or architectural elements shall be minimized insofar as practical, whether these exist on the site or on adjacent properties.**

The site has no historical structure, and the site has no historical significance. Before it became an auto dealership, there were three or four houses on the site, including the Atwood House, which remains today. The Atwood House is listed as a significant building under Arlington Town Bylaws, as is the Baptist Church next door. The applicant has stated that the Atwood House will be retained on the site, and the proposed plan reflects that. Any addition or modification of the Atwood House would have to respect Town bylaws regarding significant structures. Any modification of the Atwood House will require an amendment of this special permit. The Board finds that the proposal meets this standard.



5. The Atwood House shall remain at its present location on the site, and reasonable and diligent efforts shall be used to maintain its present condition to prevent any damage from the elements or otherwise, until it is redeveloped. It is acknowledged that ten parking spaces behind the Atwood House are reserved for its use. It is further acknowledged that the plan of the site leaves space behind the Atwood House to accommodate a possible future expansion of the structure, and that no use of that portion of the site will preclude such an expansion. Redevelopment of the house will require the amendment of this special permit, regardless of whether the proposed use of the structure is allowed by right or by special permit (as such are listed in the Arlington Zoning Bylaw). No requests to move or demolish the house by amending this special permit will be made within 24 months of the date of issuance of this permit.

Your early attention to this matter would be much appreciated.

Sincerely yours,

John L. Worden III

JLW/st

cc: Town Manager  
Arlington Redevelopment Board chairman  
Dept. of Planning & Community Development  
Historical Commission chairman  
Town Counsel  
Carol Kowalski  
John Atwood

## THE ATWOOD HOUSE

*With respect to Arlington's heritage, removal or disruption of historic, traditional, or significant uses, structures, or architectural elements shall be minimized insofar as practicable, whether these exist on the site or on adjacent properties.* - Arlington Zoning By-Law, Section 11.06 (f) (10)

The Atwood House at 821 Massachusetts Avenue, built in 1897, and occupied by prominent Arlington physician Dr. Charles D. Atwood from 1913 until 1954, unquestionably qualifies for protection under this criterion. The historical significance is particularly outlined in my second article in *The Arlington Advocate* (June 25, 2010) copy attached.

Protection of the house is prominently and repeatedly mentioned as a condition in the Environmental Design Review Permit issued by the Board on April 13, 2009. The principal part of the permit, the members will recall, was for the construction of a large CVS drugstore. This structure, it is plain to see from the street, is now nearing completion. The following are quotations from the Board's decision:

"The Atwood House will not be demolished but will remain. . . . The applicant has indicated that it wishes to *complete the permitting* of the CVS drugstore, and will return to modify the special permit when the use of the Atwood House is determined. The proposed site plan includes the Atwood House, parking spaces that are dedicated to it, and space for an addition to the rear of the structure." - page 1 (emphasis supplied)

"The Atwood House is to remain. It is important that the current design retains the Atwood House in its current location on the site, and accommodates the possible future expansion at the rear of the structure." - page 5

"The Atwood House is listed as a significant building under Arlington Town Bylaws, as is the Baptist Church next door. The applicant has stated that the Atwood House will be retained on the site, and the proposed plan reflects that." - page 7

"The Atwood House *shall remain at its present location on the site*. And reasonable and diligent efforts shall be used to maintain its present condition and prevent damage from the elements or otherwise, until it is redeveloped. (emphasis supplied) It is acknowledged that ten parking spaces behind the Atwood House are reserved for its use. It is further acknowledged that the plan of the site leaves space to accommodate a possible future expansion of the structure, and that no use of that portion of the site will preclude such an expansion." - page 10

At the end of the paragraph immediately above quoted in principal part comes an extraordinary sentence, seemingly out of the air, and in apparent contradiction to all that

has gone before: “No requests to move or demolish the house by amending this special permit will be made within 24 months of the date of issuance of this permit.”

Since the Board retains jurisdiction of the project, it should take two steps at this point:

- (1) amend the permit to strike out the last quoted sentence.
- (2) Since the permitting of the CVS drugstore has long since been competed, demand that the applicant proceed with plans for appropriate redevelopment of the Atwood House.

Respectfully submitted.

John L. Worden III

July 20, 2010

## The Atwood House – Part II

A few weeks ago, the Advocate was good enough to print my guest column on the rather appalling situation of the ever-growing new CVS store and its overshadowed neighbor, the ever more neglected looking Atwood House. The Atwood House, readers will recall, was cited by the Arlington Redevelopment Board, which issued the permit for the CVBS store, as an important aspect of the site and of that section of Massachusetts Avenue.

As the result of my column, I was contacted by an interested reader, John F. Atwood, the grandson of the namesake of the house, and with his help I am able to fill in some of the background, showing how this house is significant not only architecturally, but historically.

According to the Arlington Historical Commission's records, the house was built in 1897 and originally was waterfront property, the backyard overlooking the now-vanished Cutter Mill Pond. According to tradition, the interior main staircase was executed by "Mr. Bilafer the woodworker."

Dr. Charles Fenner Atwood, a graduate of Harvard College (1896) and Harvard Medical School (1900), married Adah C. Gorton, like him, a Rhode Island native. Following initial medical practice in Hyde Park, Dr. Atwood moved to Arlington in 1904 upon accepting the position of town physician, which was followed by nine years as the doctor for the Arlington public schools. In 1911, the Atwoods purchased the house at 821 Massachusetts Avenue, where he established – as was customary in those days – both his office and his residence. Dr. Atwood was one of the original admitting physicians when Symmes Arlington Hospital opened in 1912, and he served a term as chief of the medical staff. He was a member of the Arlington Board of Health for a combined period of 25 years, with notable service during the Great Influenza pandemic of 1918.

Adah Gorton Atwood was active in many local clubs and organizations. After women received the right to vote, she was among the early female members of Arlington's Representative Town Meeting.

Dr. Atwood was in medical practice for nearly a half century. He died in 1954 at the age of eighty. Mrs. Atwood, hoping that the family home/office would continue as a medical facility, sold the property to Dr. William F. McCarty, Jr. (son of the legendary Arlington High School track coach William "Doc"



McCarty). Arlington native Dr. Michael Foley also had his medical office there for a number of years.

John Atwood retains the apartment of his late mother Leila MacAllister Atwood, and after a career as an attorney in federal government service, frequently returns to Arlington, and feels strongly about the importance of preserving and restoring the home. Houses like this, he feels, contribute to the community's sense of place and present an attractive appearance for the Town.

It's evident that the Atwood House is an architectural ornament to the Avenue and provides a fine visual transition element between the First Baptist Church and the new CVS building. But we know that it is also an historic site pertaining to a respected community leader of the first half of the 20th century. When I left the last of the ARB hearings on the CVS project, it was with the understanding, based on what was said by the proponents and the Board that the Atwood House – converted and added to for affordable housing by the Housing Corporation of Arlington – would be an integral and essential element of the project.

Why then does it appear to linger in an increasingly forlorn state as the massive CVS building nears completion? It is time, indeed past time, for the ARB and the developer to step up to the plate and fulfill the promises made.